

YOUR WORKING CHECKLIST

B-1 business visits: meetings, negotiations and the work boundary

What can I do on a B-1 business visit?

B-1 is for qualifying temporary business visits, not a general permission to take a U.S. job. The Department of State lists business consultations, conferences, estate settlement and contract negotiations as examples. The proposed activities, rather than an invitation letter or job title, determine which category needs to be examined.

Check the boxes on screen or by hand. Use the notes area for records to find and questions to ask.

Your preparation checklist

- ☐ Describe each proposed activity and the person directing it.
- ☐ Separate meetings or negotiations from delivery of services.
- ☐ Record salary and reimbursement arrangements accurately.
- ☐ Keep the current consular instructions with the trip documents.
- ☐ Review any operational or mixed-purpose activity before relying on B-1 assumptions.

Notes and questions to follow up

Source links and current instructions

Sources checked October 25, 2026. Follow current instructions at the linked institution.

U.S. Department of State: Visitor visa: purpose and process

<https://travel.state.gov/content/travel/en/us-visas/tourism-visit/visitor.html>

U.S. Department of State: Visa information: frequently asked questions

<https://travel.state.gov/content/travel/en/us-visas/visa-information-resources/frequently-asked-questions.html>

Immigrant Insider: Editorial policy and verification status

<https://immigrantinsider.com/editorial-policy/>

B-1 business visits: meetings, negotiations and the work boundary

Return to the complete guide

<https://immigrantinsider.com/immigration-paths/visitor/b1-business/>

General information

This free organizer is not a government form and does not submit an application, establish eligibility, preserve a deadline or replace individual legal advice. Government filing fees and professional services are separate.