

**MEMORANDUM**

**TO: All Foreign Nationals Residing in the United States**  
**FROM: Seyfarth Shaw Business Immigration Group**  
**RE: Address Change Notification Requirements**

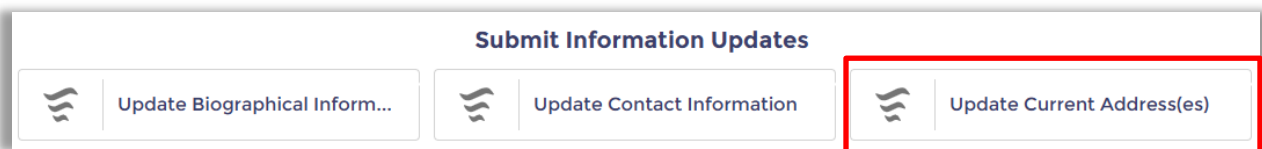
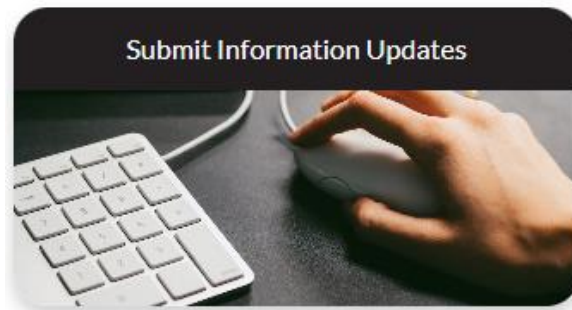
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Most non-U.S. citizens, including nonimmigrant visa holders and legal permanent residents (“green card” holders), must report a change of address to the U.S. Citizenship and Immigration Services within 10 days of changing residence within the United States or its territories. This requirement exists even if the change of residence is temporary. Click [here](#) for detailed instructions on the address change process.

If you or your dependent family members have pending applications with USCIS, you should reference the receipt number(s) when updating your address so that USCIS can update the mailing address for the case. Receipt numbers for pending petitions can be located on the Caribou portal. Please note that pending H-1B or L-1 petitions do not need to be referenced, as the address used for these petitions is the employer’s.

**Updating your address in Caribou**

You can update your address in Caribou by clicking on the “Submit Information Updates” tile from the Home page, then clicking “Update Current Address(es)”:



If you should have any questions about changing your address, please reach out to your immigration contact person at Seyfarth Shaw LLP. We will be happy to address your questions.