

Documents Checklist for U.S Visa Application

All documents must be originals. Photocopies will not be honored.

1. **Bank Statement** – for the last (3) months and both current and former bank account passbooks.
2. **Bank Certificate**
3. **Employment certification** including salary, tenure and position
4. **Income Tax Return** with Bureau of Internal Revenue (BIR)
5. **Audited financial statement** with BIR or bank stamp
6. **Pay slips** for the last (3) months
7. **Credit card statements** for the prior (3) months
8. **Vehicle/ LTO official registration with official receipt**
9. **Land titles** (please no certified copies)
10. **Pictures** of family, home/ business/ or any property
11. **Wedding photo** (if applicable)
12. **Marriage certificate** printed on the Philippine **National Statistics Office** Security paper, (if applicable)
13. **Birth certificate** printed on the Philippine **National Statistics Office** Security paper, (if applicable)
14. For students, **Certificate of School Registration**
15. **Certification of membership** to legitimate organization (s)

PHOTO – One 2” x 2” standard, full-frontal face position color photo against a white background taken within the last six (6) months is required. The photo must be glued to the application form where specified. **Note:** The U.S. Embassy Manila also requires that both ears be showing in the photo. Please email your photo through scan under JPEG Image/file.

Make sure the photo presents the full head from the top of the hair to the bottom of the chin
Center the head with the frame
The person in the photo should have a neutral expression and be facing the camera

Paper Photo Head Size Template

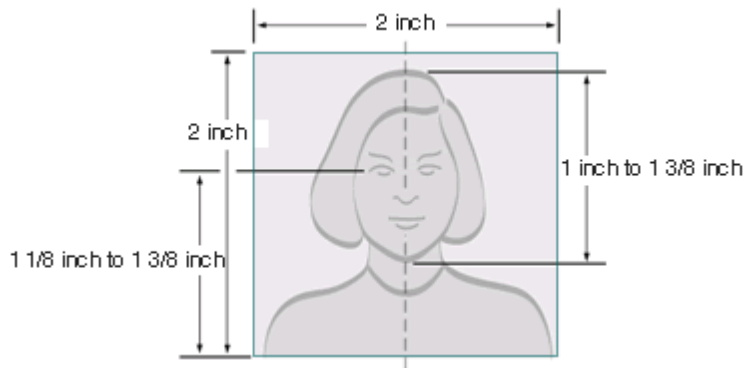
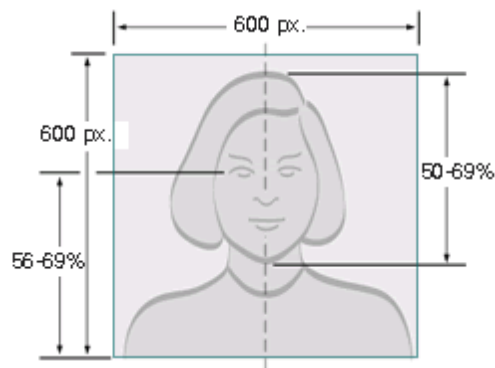


Photo must be 2 inches by 2 inches

The height of the head (top of hair to bottom of chin) should measure 1 inch to 1 3/8 inches (25 mm - 35 mm)

Make sure the eye height is between 1 1/8 inches to 1 3/8 inches (28 mm – 35 mm) from the bottom of the photo

Digital Image Head Size Template



The top of the head, including the hair, to the bottom of the chin must be between 50% and 69% of the image's total height. The eye height (measured from the bottom of the image to the level of the eyes) should be between 56% and 69% of the image's height.

Image pixel dimensions must be in a square aspect ratio (meaning the height must be equal to the width).

Minimum acceptable dimensions are 600 pixels (width) x 600 pixels (height). Maximum acceptable dimensions are 1200 pixels (width) x 1200 pixels (height).

Well Composed Photo Composition Examples

