

L-1 Process Flow Chart for Individual Petitions filed with USCIS

1

L-1 Visa Intake

- Request information and documentation from the Company and the Employee.
- Review any issues that may arise, request documentation that may be helpful in completing assessment, and discuss strategy with the Company.
- Timeframe depends on the Company and the Employee in providing information and documentation.

2

L-1 Drafting and Documentation

- Prepare and draft the Company support letter based on the information provided to highlight the Employee's role abroad and in the US. Preparation of the L-1 visa package takes about 3-5 weeks upon receiving all the information and documentation.
- Because L-1 petitions filed with USCIS have a high-level of scrutiny, Holland & Hart may follow up with additional requests for information and documentation to try to minimize risk for Request for Evidence (RFE).
- Holland & Hart works with the Company to finalize the L-1 petition.

3

L-1 Submission

- Holland & Hart submits the L-1 petition with USCIS.
- If the case is filed under regular processing, USCIS will issue a response usually around a 4-6 month processing time. If the case is filed under Premium Processing for an additional filing fee, USCIS will issue a response within 15 calendar days.
- USCIS may issue a Request for Evidence (RFE). Holland & Hart will reach out to gather further information and documentation depending on the RFE issued.
- When the case is approved, USCIS will issue an I-797 Approval Notice.

4

L-1 Visa Stamping

- Holland & Hart will provide Employee with visa stamping instructions (not applicable to Canadian nationals) to obtain visa stamp with US Consulate abroad. Employee may be eligible for a "Drop Box" appointment, which is discretionary to the reviewing officer.
- L-1 visa stamp can be used to facilitate travels. If the Employee is in the US, the visa stamp is not required, but they will need to obtain a new visa stamp to facilitate their next travels and re-entry into the US.
- Employee may use the L-1 visa stamp to enter the US in valid L-1 visa status, and provides visa stamp and I-94 to Holland & Hart upon entering the US.
- *If you have travel plans, please reach out to the Holland & Hart attorney.*

L-1 Process Flow Chart for Blanket Petitions

(If applicable, based on the Company's L-1 Corporate Blanket Registration)

1

L-1 Visa Intake

- Request information and documentation from the Company and the Employee.
- Review any issues that may arise, request documentation that may be helpful in completing assessment, and discuss strategy with the Company.
- Timeframe depends on the Company and the Employee in providing information and documentation.

2

L-1 Drafting and Visa Appointment Scheduling

- Prepare and draft the Company support letter based on the information provided to highlight the Employee's role abroad and in the US Preparation of the L-1 visa package takes about 3-5 weeks upon receiving all the information and documentation.
- Holland & Hart provides visa scheduling instructions.
- Employee completes DS-160 and schedules visa appointment, while allowing enough time for L-1 visa package preparation.
- Employee confirms date for visa appointment and Holland & Hart walks through visa interview process.

3

L-1 Visa Appointment and Visa Stamping

- Employee will attend a visa interview and the Adjudicating Officer will review and confirm final decision of the case.
- Once the L-1 visa is approved, the Employee typically receives the L-1 visa stamp in their passport within 2 weeks.
- Employee provides copies of the L-1 visa stamp and endorsed I-129S to Holland & Hart.
- Employee may use the L-1 visa stamp to enter the US in valid L-1 visa status, and provides I-94 to Holland & Hart upon entering the US.