

Date:

USCIS  
Data Verification Operation  
300 N. Los Angeles Street  
B-120  
Los Angeles, CA 90012

Re: Document Verification Request (Form G-845)

To Whom It May Concern:

Name: \_\_\_\_\_  
Alien Reg. #: \_\_\_\_\_  
Business Name: \_\_\_\_\_

I authorize the U.S. Customs and Immigration Service to release information regarding my immigration status to Trenton Business Assistance Corp because I am applying for a U.S. Small Business Administration loan.

**(Signature)**

**(Date)**

Under Title 15, United States Code, Section 636, the United States Small Business Administration (SBA) is processing a loan to the individual listed above who has indicated that he/she is not a citizen of the United States of America but is a resident alien.

Because it is necessary to insure that he/she is a resident alien, his/her status must be verified in order to process this loan. Please confirm the authenticity of the attached document to verify the status of this alien applicant. I have enclosed the Form G-845 and a copy of his/her "Green Card" for your reference.

Please forward your response to the lending institution at the address listed below. Thank you for your assistance.

Sincerely,

William R. Pazmino  
Executive Director

**PLEASE SEND RESPONSE TO:**

**CDC #02-694 Trenton Business Assistance Corp.**  
**ADDRESS 3111 Quakerbridge Road – 2<sup>nd</sup> Floor**  
**Mercerville, NJ 08619**

**ATTENTION**

**STATUS VERIFICATION PROCEDURES  
FOR ALIEN APPLICANTS**

**If an SBA loan applicant is not a citizen of the United States of America, the applicant's residency status must be verified with the U.S. Department of Homeland Security, Citizenship and Immigration Services (USCIS), using FORM G-845. To facilitate the verification process, please send the following to the USCIS:**

1. Completed copy of the attached form letter
2. Completed FORM G-845 for EACH alien
3. Copy of the applicant's "Green Card".
4. Alien applicant's consent to release information from the U.S. DOHS, Citizenship and Immigration Service to the lender.