

# 9 FAM 40.4 EXHIBIT I SAMPLE FORM LETTER TO AN ATTORNEY

*(CT:VISA-1780; 11-30-2011)*  
*(Office of Origin: CA/VO/L/R)*

**THE FOREIGN SERVICE  
OF THE  
UNITED STATES OF AMERICA**

\_\_\_\_\_  
\_\_\_\_\_

(date)

\_\_\_\_\_ Ref:

Dear Attorney:

Consular Section files indicate that you are the attorney of record for the above named visa applicant. For your information:

- ( ) 1. A visa was issued to your client (and to any accompanying family members) today.
- ( ) 2. The consular officer did not approve issuance of a visa as indicated on the attached copy of the refusal letter.
- ( ) 3. Upon obtaining the document(s) indicated on the attached refusal letter, your client may call at this office for a review of the case.

Sincerely Yours,

American Consular Officer

Enclosure: As stated