ACKNOWLEDGMENTS

A guide created by the Know Your Rights Task Force convened by the Illinois Coalition for Immigrant and Refugee Rights (ICIRR).

**Members of the Task Force:**

- Ahlam Jbara, Community Leader
- Arabic American Family Services
- Asian Americans Advancing Justice | Chicago
- Brighton Park Neighborhood Council (BPNC)
- Centro de Trabajadores Unidos-Immigrant Workers Project (CTU-IWP)
- Council of American Islamic Relations (CAIR)
- DePaul Asylum & Legal Clinic
- ENLACE Chicago
- Erie Neighborhood House
- Family Focus Aurora
- Father Gary Graf Center
- Federación de Clubes Michoacanas de Illinois (FEDECMI)
- H.A.C.E.S.
- Illinois DREAM Fund
- Jennifer Gershowitz, Community Leader
- Logan Square Neighborhood Association (LSNA)
- Mano a Mano Family Resource Center
- Mexican American Legal Defense & Education Fund (MALDEF)
- National Immigrant Justice Center (NIJC)
- Northside Community Resources
- Paredes Law Office
- Polish American Association
- Proyecto de Accion de los Suburbios del Oeste (PASO)
- Ruth Lopez-McCarthy, Attorney
- Sargent Shriver National Center on Poverty Law
- Yvette Lopez, Community Leader
- Zsazsa Pimintel, Pro Bono Legal Assistant

The information in this guide should not be substituted for legal advice. Consult with an attorney or Accredited Representative for any legal immigration questions.

*Updated June 2019*
KNOW YOUR RIGHTS: TRAIN THE TRAINER

Our training track will include a train-the-trainer on ‘Know Your Rights’ which will highlight the changes in immigration enforcement with the current administration. President Trump ran on a platform of hostility to immigrants. The policies his administration is implementing are attacks to our immigrant community. The KYR trainers will have a critical role in community education and organizing throughout the administration.

This training is designed for community advocates that have done know your rights trainings in the past and need to be updated with new information. It is also catered to emerging community leaders that want to start having trainings in their communities.

During this training we will also provide a specialized component on creating a Deportation Safety Plan for people who would like to create an emergency plan to keep their family protected in case of deportation.

REMEMBER:

This is an information intensive training, we have new emerging leaders as well as experience Know Your Rights trainers, please be patient and support each other;

We will not be able to cover everything! That is why we have provided you this packet to go over key information and materials that you can use on your trainings.

Due to limited time we will not be able to address every question during the training, but please forward further questions to our Programs Manager Dagmara Avelar (davelar@icirr.org) or our Family Support Network Coordinator Evelyn Venegas (evenegas@icirr.org).

The information you will receive DOES NOT substitute legal advice. When hosting Know Your Rights trainings do not give any kind of legal advice. Invite attorneys to do a Q&A session.
THE PURPOSE OF KNOW YOUR RIGHTS

Know Your Rights sessions provide immigrant communities in Illinois with much needed information in response to the important issues currently facing communities.

Many factors have caused uncertainty and confusion within the immigrant community. This includes recent increases in anti-immigrant sentiment, anti-immigrant ordinances and legislation, increased law enforcement attention, and the current administration. Many immigrants are unaware of what their rights are, and are unaware when their rights are being violated. Others are aware of violations, but are afraid to confront the perpetrators.

Previously, U.S. Immigration and Customs Enforcement (ICE) raids have been taking place across the United States. Like the spread of the 287(g) program, the Secure Communities program now substituted with PEP created an urgent need for an expansion of the number and geographic reach of ‘Know Your Rights’ trainings.

Know Your Rights trainings are designed to:

- Educate immigrants about their rights if they are approached by law enforcement
- Inform about the immigration enforcement programs.
- Empower immigrants to stand up for their rights on the job and in their communities, and obtain the benefits to which they are entitled.
- Empower immigrants to become effective participants in the civic process.
- Invite workshop participants to become active members of your respective organizations.
KNOW YOUR RIGHTS AS AN ORGANIZING TOOL

A Know Your Rights training is a community meeting. A meeting is not successful if you do not have an action! As advocates for our communities it is important that we not only educate but invest in leadership. Organizing will allow us to create a stronger base, to address the issues our communities are most concerned about and to work on protecting immigrant and human rights.

Here are 3 steps to protect Immigrant and Human Rights in your community:

Organize: Form a small group of community members who would like to be a family support team for your church, organization, workplace, school or neighborhood.

Educate: Your team, your family, your community! Host a neighborhood “Know your Rights” night. Have your Family Support Team be involved with educating the community and work on a “Community Resource Packet” that includes local information of criminal/immigration lawyers, emergency numbers, local food pantries, and other resource that people in your community need. When creating this resource packet please make sure that you inquire about whether a form of ID, legal status etc. is needed in order to receive any assistance.

Document and Share: Now, that you understand KYR trainings, we need to share this information with as many people as possible! No action is too small or great! As you meet more people you will find compelling stories of deportation and separation. It is important that you work with your Family Support Network to address the issues these families might have - that is organizing at its best!
GETTING STARTED ON KYR PRESENTATIONS:

Know Your Rights Sample Agenda 1

GOALS: Time: 60 minutes
- To learn about our rights
- To prepare ourselves by starting a Deportation Safety Plan for my family/workplace
- To identify trusted organizations and how to report incidents of hate crimes and ICE activity
- To know at least one concrete action I want to take to help my community

Introduction/Ice Breaker (8 minutes)
Say your name, organization, and (Ice Breaker question of your choice)

Know Your Rights (44 minutes)
Present Power Point/ Packets
  Educate (28 minutes)
  Prepare (10 minutes) – *Emergency Plan*
  Report (6 minutes)

Practice (5 minutes)
  Scenario 1: Exercise & Debrief (2 minutes)
  Scenario 2: Exercise & Debrief (2 minutes)

What can we do as a community? (ORGANIZING) (3 min)
Getting involved with your organization
Know Your Rights Sample Agenda 2

GOALS: Time: 90 minutes

- To learn about our rights
- To prepare ourselves by starting an Action Plan for my family/workplace
- To identify trusted organizations and how to report incidents of hate crimes and ICE activity
- To know at least one concrete action I want to take to help my community
- To have a practical understanding of how to exercise your rights through role play

Introduction/Ice Breaker (10 minutes)

Say your name, organization, and (Ice Breaker question of your choice)

Know Your Rights (50 minutes)

Present Power Point/ Packets

Educate (30 minutes)

Prepare (10 minutes) – Emergency Plan

Report (10 minutes)

Practice (21 minutes)¹ -

Scenario 1: Home – Exercise & Debrief (3 minutes)
Scenario 2: Traffic Stop – Exercise & Debrief (3 minutes)
Scenario 3: Family Member in Detention – Exercise & Debrief (3 minutes)
Scenario 4: Reporting Hate-Based Violence – (3 minutes)
Scenario 5: Spotting Notary/Notario Fraud – Exercise & Debrief (3 minutes)
Scenario 6: Workplace Raid – Exercise & Debrief (3 minutes)
Scenario 7: Parent Conversation with Children (3 minutes)

What can we do as a community? (ORGANIZING) (9 min)

Getting involved with your organization

¹ Refer to “Practice Scenarios” in the Appendix
KNOW YOUR RIGHTS

First they came for the Communists And I did not speak out Because I was not a Communist. Then they came for the Socialists And I did not speak out Because I was not a Socialist. Then they came for the trade unionists And I did not speak out Because I was not a trade unionist. Then they came for the Jews And I did not speak out Because I was not a Jew. Then they came for me And there was no one left.”
Martin Niemoller, Lutheran Pastor

KNOW YOUR RIGHTS

- WITH THE POLICE
- WITH IMMIGRATION
- POLICE VS IMMIGRATION
- AT WORK
- EMERGENCY PLAN
- FAMILY SUPPORT HOTLINE
**EDUCATE**

**CURRENT LANDSCAPE**

- City
  - City Ordinance
  - Municipal ID's

- State
  - TRUST Act
  - Immigrant Services Line Item

- Federal
  - Increased Enforcement!

**YOUR RIGHTS!**

Law Enforcement= Police and Immigration

The **US Constitution** guarantees basic rights to ALL of the people of the United States—regardless of immigration status
YOU HAVE RIGHTS

Regardless of your immigration status, you have the right to:

REMAIN SILENT—ANYTHING YOU SAY CAN BE USED AGAINST YOU.
If you have a VPR card you can use it!

SPEAK WITH AND BE REPRESENTED BY AN ATTORNEY
In immigration court you need to find and pay for your own attorney.

REQUEST A LOCAL TELEPHONE CALL
Memorize phone numbers of family/friends with legal status

Immigration Enforcement
— Who does what?

GOVERNMENT AGENCIES

Chicago Police Department
Focuses on safety of community residents in Chicago

Transportation Security Administration
Focuses on security of the traveling public in the US

Immigration and Customs Enforcement
Enforces immigration laws in the US

Customs and Border Protection
Inspects at Ports of Entry and determines admissibility

Homeland Security Investigations
Conducts investigations regarding immigration

ACTION
LEARN TO RECOGNIZE THEIR BADGES AND UNIFORMS
NOTE:

- Be on the lookout; there are law enforcement agencies that might identify themselves as police officers or might be wearing attire with the word POLICE written on it.
- Do not share information that you see on social networks about raids. Many times the information is false and sharing it further can cause panic in the community. Find out what is happening before sharing any information that might affect others negatively.

WITH THE POLICE

WHAT TO DO

- DO tell the police your name but NOTHING ELSE.
- DO tell the police you want to remain silent and want to talk to a lawyer. They should stop questioning you after that.

If POLICE arrests you:

- If you are driving DO ask if you can park your car in a safe place or have a licensed driver take it away, to avoid towing or impoundment fees.
- MEMORIZE phone numbers for three family members or friends whom you can call.

WITH THE POLICE

WHAT NOT TO DO

- DON'T LIE. Tell the police you want to remain silent. DON'T give explanations, excuses, or stories.
- DON'T SIGN any document if you don't know what it is.
- DON'T DISCUSS your citizenship or immigration status with anyone other than your lawyer.
WITH THE POLICE

Don't give police an excuse to pull you over while driving

- Don't hang any objects from your rearview mirror or block your car windows or windshield with anything.
- Make sure all the lights in your car work.
- Keep your city sticker up to date.
- Obey all traffic laws

ACTION APPLY FOR A TVIL

WITH IMMIGRATION

WHAT TO DO

- REMAIN SILENT—anything you say can be used against you. Tell the agent that you will not speak until you speak with a lawyer first.

If immigration or the police comes to your house:

- Ask the agents if they have a warrant. If they say they have one then ASK them to slip the warrant under the door or hold it up to the window so you can inspect it.
- If they try to force the door open: Write down the officers' badge number, and the license plate of the police car.

ACTION REPORT ANY ISSUES TO THE FAMILY SUPPORT HOTLINE 1-855-435-7693!

JUDICIAL SEARCH WARRANT

These orders allow ICE to enter non-public areas.

A search warrant is signed by a judge and allows Law Enforcement to register specific, identified premises and to confiscate identified items.

IMPORTANT: Make sure that it correctly identifies the places to be searched, including the address of your residency/business or the items that will be confiscated.

ACTION REPORT ANY ISSUES TO THE FAMILY SUPPORT HOTLINE 1-855-435-7693!
WITH IMMIGRATION

WHAT NOT TO DO

• DO NOT CARRY FALSE DOCUMENTS: Carrying false documents is a federal offense.
• DON'T LIE: Tell law enforcement agents you want to remain silent. DON'T give explanations, excuses, or stories. Do not claim to be a US Citizen if you are not.
• DON'T SIGN any document that you don't understand.
• DON'T DISCUSS your citizenship or immigration status with anyone other than your lawyer.

ACTION: REPORT ANY INCIDENTS TO OUR FAMILY SUPPORT HOTLINE, TAKE PICTURES/VIDEOS!

POLICE VS IMMIGRATION

POLICE

Court: If you have court or probation and you do not go = Warrant for your ARREST

Bond: If you pay 10% of your bond you can go free.

ACTION: REPORT ANY ISSUES TO THE FAMILY SUPPORT HOTLINE 1-855-435-7893!

IMMIGRATION

Court: If you have court or probation, and you do not go = Order of Deportation

Bond: If you pay 100% of the bond, you can go free. The person who pays must be a U.S. citizen. The bond is refundable.
AT THE WORKPLACE

If ICE shows up at your workplace, the first step is to determine the purpose of the ICE’s visit:

- The primary contact should ask ICE what is the purpose of their visit. For example, check if it is an I-9 audit or an on-the-job raid.
- RAID: If it is an immigration raid, ask them to show you the search warrant signed by a judge. If they do not have it, you can deny them entry to the private areas of your business/organization. IMMIGRATION AGENTS DO NOT NEED A WARRANT TO BE IN PUBLIC SPACES AT YOUR WORKSITE

AT THE WORKPLACE

WHAT TO DO

- Stay Calm.
- You have the right to remain silent.
- Tell the officer you want to speak to a lawyer.

REPORT ANY ISSUES TO THE FAMILY SUPPORT HOTLINE: 1-800-433-7690

AT THE WORKPLACE

WHAT NOT TO DO

- DO NOT RUN! This may be viewed as an admission that you have something to hide.
- DO NOT TELL the immigration officer where you were born or your immigration status.

REPORT ANY ISSUES TO THE FAMILY SUPPORT HOTLINE: 1-800-433-7690
WORKPLACE PRIMARY CONTACT

- If you work at a friendly location ask your employer about setting up a plan in case of an ICE Raid or I-9 Audit.
- As part of the plan, there should be someone trained to speak with ICE Agents such as the owner of the business, manager, or a union steward.
  - They will be responsible for asking ICE to show them the warrant and inform ICE that they do not have permission to enter the non-public areas of the business (unless stated in the warrant).
- It is recommended that this person is trained to contact the local rapid response network.
- As a security measure it is recommended that there is more than one person trained for this in case the primary contact is not available.

I-9 AUDIT

I-9 = Form to Verify Eligibility for Employment in the US.

If the reason of the ICE visit is an I-9 audit
- Employers must be given at least three business days to present the employee’s I-9 form.
- If not given notice by ICE they cannot immediately inspect I-9’s

FINDING SOMEONE IN DETENTION

To find someone who has been detained by ICE:
Go online to locator.ice.gov and find the person using:
  - Name, date of birth and country of birth.
  - If available use the A-number and country of birth.

ACTION
THE A NUMBER IS LOCATED IN THE BRACELET FOR PEOPLE WHO ARE DETAINED. - BRACELET
PREPARE

USEFUL VOCABULARY

- I wish to remain silent. (Quiero mantenerme el silencio.)
- I wish to make a phone call. (Quiero hacer una llamada telefónica.)
- I wish to speak with a lawyer. (Quiero hablar con un abogado.)
- I do not consent to your entry or search. (No le doy permiso para que entre y revise.)
- I will not sign any document I do not understand. (No firmaré ningún documento que no entienda.)

REPORT ANY ISSUES TO THE FAMILY SUPPORT HOTLINE 1-855-445-7983!

HAVE AN EMERGENCY PLAN!

Deportation Safety Plan

- Choose a responsible person for the care of your children
- Have a plan in writing
- Have your documents ready AND in a safe place!
- Carry with you a list of important phone numbers, including your consulate.
- GET INVOLVED with a local community organization!
TEMPORARY LEGAL GUARDIANSHIP

- A Letter of Guardianship must be made for all of your children under the age of 18. It is important to have a Temporary Guardianship letter in case you and/or your partner are detained by immigration (ICE) to make sure your children are protected.

- If the letter is for less than one year (365 days) it does not have to be done by a lawyer unless that is what you want to do.

POWER OF ATTORNEY FOR PROPERTIES

If you have any questions about what will happen to your home and other property, or would like legal help writing a power of attorney letter, contact:

LEGAL ASSISTANCE FOUNDATION
Phone: (312) 341-1070
Address: 111 W Jackson Blvd, Chicago, IL 60604

CHICAGO VOLUNTEER LEGAL SERVICES
Phone: (312) 332-1624
Address: 33 N Dearborn St #400 Chicago, IL 60602

ACTION LOOK UP ALL OF YOUR OPTIONS BEFORE YOU DECIDE TO DO A POWER OF ATTORNEY

IMMIGRATION SERVICES

FOR IMMIGRATION SERVICES CONTACT:

NATIONAL IMMIGRANT JUSTICE CENTER:
If you have any questions or if a family member is detained by ICE.
Phone: (312) 660-1370
Address: 208 S La Salle St #1300, Chicago, IL 60604

CHICAGO LAW & EDUCATION FOUNDATION:
If you have legal questions and would like to go to a legal clinic.
Phone: (630) 215-2673
Address: 3120 S Kostner Ave Chicago, IL 60623

ACTION VISIT OUR WEBSITE FOR A LIST OF IMMIGRATION SERVICES AND REFERRALS WWW.ICIRR.ORG
HOW TO DOCUMENT A RAID

RECORDINGS BY AUDIO, VIDEO OR WRITTEN:

- How many agents were there
- Name of the agents
- The number found on the agents’ badges
- If the agents carried weapons and if they used them
- If the agents blocked the exits or if they limited the movement or activities of the employees
- The license plate number of the vehicles
- All goods taken / registered
- The names of the people questioned
- The names of the people detained
- The names of the other witnesses
- Any detail regarding the use of intimidation or force by officers

NOTE: Don’t interfere with the raid—not even if someone is arrested or if you see the ICE agents using force.

FAMILY SUPPORT NETWORK HOTLINE

What is the Family Support Network Hotline?
✓ Toll-free hotline offers help to Illinois families facing deportation.
✓ The hotline is staffed by trained volunteers who will listen to families and offer referrals to lawyers, social service agencies, pastors, and other community supporters.
✓ The hotline is staffed in English, Spanish, Polish, Arabic and Korean.

1-855-435-7693

REPORT ANY ICE ACTIVITY TO THE HOTLINE
BECOME A COMMUNITY NAVIGATOR!

QUESTIONS?
This training was developed by the IL KYR Taskforce

The Know Your Rights taskforce comprehensive team of legal service providers, attorneys, community organizers and educators whose goal is to create and share updated information, materials and organizing strategies to promote Know Your Rights informational sessions that will help our community exercise their rights. Member of the taskforce include:
GUIDE FOR PRESENTERS

Educational Objectives:

- To learn about our rights
- To prepare ourselves by starting a Deportation Safety Plan for my family/workplace
- To identify trusted organizations and how to report incidents of hate crimes and ICE activity
- To know at least one action each of us is able to take to help our community
- To have a practical understanding of how to exercise your rights through role play

Methodology:

This training utilizes a modified form of “popular education” wherever practical, this means starting with participants’ information and ideas. The facilitator adds important information not brought forth by participants and corrects misinformation. It is important for the facilitator to monitor the group dynamic and not let a few voices dominate the discussion.

Materials:

Projector, screen or wall, laptop, and appropriate cables (HDMI, VGA, etc.)
Handouts: Deportation Safety Plan, presentation slides, ‘Know Your Rights’ Cards, List of Legal Services Providers, and other materials that may be useful.
Optional: parchment paper, markers, and tape for trainings incorporating additional organizing topics or discussions.
NOTE: This training outline and script is intended to provide guidance through each topic. Please make this training your own by bringing in your own methodology and unique training style. This training can be shortened by reducing discussion and activities. All of the Community Navigator training materials can be accessed by reaching out to Evelyn Venegas evenegas@icirr.org

<table>
<thead>
<tr>
<th>COMMUNITY NAVIGATOR TRAIN-THE-TRAINER OUTLINE</th>
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<tr>
<td>KNOW YOUR RIGHTS</td>
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<thead>
<tr>
<th>Topic, Time, &amp; PPT Slides</th>
<th>Welcome and Introductions (10-12 minutes) Slide(s): 1-3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goals</td>
<td>Get to know trainers/trainees &amp; discuss and agree upon goals for the day.</td>
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<tr>
<td>Facilitator’s Role and Key Points</td>
<td>Introduce yourselves and explain what brought you to the training</td>
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<td></td>
<td>Facilitate discussion among training participants to get a sense of:</td>
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<td>- Who is in the room (name, where they’re from)?</td>
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<td></td>
<td>- Why are they interested in the topic? (A personal connection to the issue?)</td>
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<td></td>
<td>- What do they hope to get out of the training?</td>
</tr>
<tr>
<td>Suggested Activities and Discussion Prompts</td>
<td>Discuss: Goals/objectives of the training, receive</td>
</tr>
<tr>
<td>Write answers to the questions above on paper, put it up on the wall. Return to these answers during and at the end of the training. Add to the list of goals as necessary throughout the day.</td>
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(This option is ideal when you are working with a large crowd and going through everyone’s answer, would be time-consuming.)

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<thead>
<tr>
<th>Topic, Time, &amp; PPT Slides</th>
<th>Educate (1-2 minutes) Slide(s): 4-5</th>
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</thead>
<tbody>
<tr>
<td>Goals</td>
<td>Set the tone for why the ‘Know Your Rights’ training is critical in a post-election context.</td>
</tr>
<tr>
<td>Facilitator’s Role and Key Points</td>
<td>DO NOT set out to alarm the crowd, but recognize the fear and vulnerability it takes from community members to attend this ‘Know Your Rights’ session.</td>
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<td>Move that fear and anger to agitation and establish the idea of fighting back.</td>
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<tr>
<td>Suggested Activities and Discussion Prompts</td>
<td>Begin a short discussion on what was felt by community members upon receiving news of the presidential race results.</td>
</tr>
<tr>
<td>Guiding questions:</td>
<td>How did you feel about the things Trump said about our community [undocumented, Muslim, Black, immigrants, etc.]? Who felt angry? Who felt scared?</td>
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</table>
What were your thoughts about the election as a whole?

Recognize the anger and fear in the room.

Suggested talking points:
We recognize that your fear and anger are legitimate.
We as a community will have to organize further and fight to prevent him from accomplishing everything in his destructive agenda.
The first step in fighting back is knowing our rights.

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<tr>
<th>Topic, Time, &amp; PPT Slides</th>
<th>Enforcement Priorities (2-3 minutes)</th>
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<tbody>
<tr>
<td></td>
<td>Slide(s): 6-9</td>
</tr>
<tr>
<td>Goals</td>
<td>Educate on the current enforcement efforts: Secure Communities and the Enforcement Priorities</td>
</tr>
<tr>
<td>Facilitator’s Role and Key Points</td>
<td>Review the enforcement priorities that may pose risk of deportation and give next steps.</td>
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<td></td>
<td>Establish the need to combat these enforcement programs.</td>
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<tr>
<td>Suggested Activities and Discussion Prompts</td>
<td>Review briefly the enforcement priorities.</td>
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<td></td>
<td>Encourage community members to seek legal review if they meet any criteria of the categories (Refer them to list of legal services providers)</td>
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<td></td>
<td>Establish that mass deportations are not a new to our communities (e.g. Obama administration’s 2.8 deportations to-date, workplace raids in the 90s-2000s). Reinforce that our communities have fought against these policies before and by organizing we can do so again.</td>
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<td></td>
<td>Review briefly the mechanics of the PEP, highlighting the information-sharing between local law enforcement and ICE.</td>
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<td>Based on the location of the training, inform on local law enforcement practices with immigration, if any.</td>
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<tr>
<td>Topic, Time, &amp; PPT Slides</td>
<td>Your Rights! (3-5 minutes) Slide(s): 10-11</td>
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<tr>
<td>Goals</td>
<td>Educate on what one’s rights are regardless of immigration status</td>
</tr>
<tr>
<td>Facilitator’s Role and Key Points</td>
<td>Guide individuals through the learning of their rights. Relay any legal questions to the appropriate individual. DO NOT practice law without authorization.</td>
</tr>
<tr>
<td>Suggested Activities and Discussion Prompts</td>
<td>“These are your rights REGARDLESS of immigration status.” Review the slide / refer to the KYR card: Speak on the three points Interaction: Ask that the group as a whole read the KYR card out loud together (This is useful for community members that may not be able to read) Regarding attorney: emphasize the difference between being in police and immigration custody. Emphasize the need to memorize phone numbers in a time of smart phones. One will not have access to one’s phone once in custody. Calls: If the facility requires payment prior to making a call, ask to call collect and the charges will be incurred by the call’s recipient. ACTION ITEM: Inform 1 trusted family member or friend of your action plan and memorize their phone number.</td>
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<tr>
<th>Topic, Time, &amp; PPT Slides</th>
<th>What to do and what not to do (5-7 minutes) Slide(s): 12-13</th>
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<tbody>
<tr>
<td>Goals</td>
<td>Establish clear to-do’s for community members</td>
</tr>
<tr>
<td>Facilitator’s Role and Key Points</td>
<td>Highlight key points relevant to exercising one’s rights during encounters with law enforcement. Call to action the allies, or those with legal status, in the room.</td>
</tr>
<tr>
<td>Suggested Activities and Discussion Prompts</td>
<td>Need to highlight: Name and Birthdate: if someone in Illinois is not in custody they are not required to provide their name nor birthday, if someone in Illinois is in custody that minimum information is required, and</td>
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</table>
would make it possible for family members to find the person in custody.

Identification numbers: they will be located on your wristband or identification card, it will always be on your person when in custody. Re-emphasize: If the facility requires payment prior to making a call, ask to call collect and the charges will be incurred by the call’s recipient.

Action item: report incidents to the Family Support Hotline, take pictures/video

*For those with legal status:* opportunity to use privileged status to assist in deportation defense by reporting. Undocumented may be afraid to report in the middle of a situation.

*Incident details:* pictures, video, obtain officer identification numbers, record the plate numbers of the vehicles, take note of the location (street intersection/address, notable buildings, time of day, etc.

NOT to do:

*Disclose immigration status:* do NOT disclose immigration status. If you are not a US citizen and claim to be one, it could result in deportation proceedings. If you are asked for your immigration status, reply “*I wish to speak with an attorney.*” Discuss immigration status ONLY with your attorney, including your public defender.

*Do not signing any documents without speaking to an attorney:* discuss any necessary signatures with your attorney, ensure you understand all documents you sign. You may be signing an expedited removal or voluntary departure if in immigration custody.

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<tr>
<th>Topic, Time, &amp; PPT Slides</th>
<th>If ICE Comes to Your Home (5-7 minutes) Slide(s): 14-18</th>
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<tbody>
<tr>
<td><strong>Goals</strong></td>
<td>Educate on how to exercise one’s rights in an ICE Raid</td>
</tr>
<tr>
<td><strong>Facilitator’s Role and Key Points</strong></td>
<td>Train community members on what to do in case of an ICE home raid.</td>
</tr>
<tr>
<td><strong>Suggested Activities and Discussion Prompts</strong></td>
<td>Review what a Judge Warrant and an ICE Warrant may look like.</td>
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<td></td>
<td>Before beginning the slide, potential questions: Question: What have you heard about deportations from the upcoming administration?</td>
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<tr>
<td>Looking for answer: He says he will deport 2-3 million people he has labeled as ‘criminals’</td>
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<td>-----------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Response: The reality is that there are not that many immigrants with criminal histories. Important to understand this because there could be greater criminalization of immigrant communities.</td>
<td></td>
</tr>
<tr>
<td>Question: How can we combat against this criminalization?</td>
<td></td>
</tr>
<tr>
<td>Possible Answers: Educating ourselves, sharing information with family or neighbors, ORGANIZING</td>
<td></td>
</tr>
<tr>
<td>Looking for: organizing immigrant communities</td>
<td></td>
</tr>
<tr>
<td>Response: Part of that is establishing a public persona. Some of us may think that by hiding in our homes we may be safe, but that’s the opposite. It’s important to live publicly.</td>
<td></td>
</tr>
<tr>
<td>Question: What does having a public persona mean?</td>
<td></td>
</tr>
<tr>
<td>Possible answers: Being involved in a community organization, volunteering, meeting your neighbors, being involved in your church, organizing,</td>
<td></td>
</tr>
<tr>
<td>Take away: People will know you and, if you regularly attend something like a community meeting, people will notice your presence or lack thereof.</td>
<td></td>
</tr>
<tr>
<td>Review contents of slide.</td>
<td></td>
</tr>
<tr>
<td><em>Emphasis</em> on judge signature and not opening the door.</td>
<td></td>
</tr>
</tbody>
</table>

| ICE Warrants: Because ICE warrants – also named administrative warrants – have not gone through a judge, you are NOT required to open the door. You are only required to open your door if you are served a judicial warrant! |
| Judicial Warrant: If you are served a judicial warrant, you are required to follow the order. |
| Make sure to read the section of the warrant labeled “Order.” There is where you will know whether you have to open your home to a search or if they are only looking for a specific person. If they are looking for a specific person, ensure that person presents themselves at the door and makes it known to the officers that they will be exiting to be booked. They should immediately close the door behind them as to not endanger the remaining individuals in the home. If ICE forces their way into the home, ensure the remaining individuals exercise their right to remain silent. |
| No warrant needed in public spaces: this includes your work if they employer allows ICE to enter. |
**EMPHASIZE (re: Public spaces):** While ICE does not need a warrant for public spaces, you are not required to answer any of their questions. If they ask you anything: repeat information on KYR card.

*Review warrants examples on slides.*

<table>
<thead>
<tr>
<th>Topic, Time, &amp; PPT Slides</th>
<th>Comparing Police and Immigration &amp; With Immigration/ICE (2-3 minutes) Slide(s): 19-20</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Goals</strong></td>
<td>Differentiate between police and immigration consequences post-incarceration.</td>
</tr>
<tr>
<td><strong>Facilitator’s Role and Key Points</strong></td>
<td>Explain key items to be aware of if one finds themselves in law enforcement custody.</td>
</tr>
<tr>
<td></td>
<td>Emphasize why this information is part of the empowerment of our communities, regardless of detention.</td>
</tr>
<tr>
<td><strong>Suggested Activities and Discussion Prompts</strong></td>
<td><em>Review information on the slide.</em></td>
</tr>
<tr>
<td></td>
<td><em>Emphasis:</em> If you are released on bond, you are <em>required</em> to attend any subsequent courts dates. If you miss any required date (including check-ins with ICE) you may receive an order of deportation.</td>
</tr>
<tr>
<td></td>
<td>Once in custody: Begin: If you have ever had an encounter with immigration, whether you came with a visa, were caught at the border, or had an immigration hearing, you have an A#. The A# is your identification number with immigration processes.</td>
</tr>
<tr>
<td></td>
<td>ACTION: In immigration or police custody, your identification will always be on your person. With immigration it will be your A#, with police it will solely be your inmate number NOT your A#.</td>
</tr>
<tr>
<td></td>
<td><em>Emphasis:</em> Memorization of phone numbers is important because you will not have access to your cell phone once in custody.</td>
</tr>
<tr>
<td></td>
<td>Potential question: Who in this room can think of one or two people that you would call immediately upon being detained? Do you memorize their phone number? If not, the next step is to designate that person or persons.</td>
</tr>
<tr>
<td>Topic, Time, &amp; PPT Slides</td>
<td>Vocabulary (1-2 minutes) Slide(s): 21</td>
</tr>
<tr>
<td>--------------------------</td>
<td>--------------------------------------</td>
</tr>
<tr>
<td>Goals</td>
<td>Practice language that will be pertinent to exerting one’s rights</td>
</tr>
<tr>
<td>Facilitator’s Role and Key Points</td>
<td>Provide concrete steps for exerting one’s rights through practicum.</td>
</tr>
<tr>
<td>Suggested Activities and Discussion Prompts</td>
<td>Refer to contents of slide. State one sentence and ask the group to repeat.</td>
</tr>
</tbody>
</table>

Refer to KYR card.

<table>
<thead>
<tr>
<th>Topic, Time, &amp; PPT Slides</th>
<th>Prepare (6-8 minutes) Slide(s): 22-25</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goals</td>
<td>Understand necessary steps to prepare as much possible.</td>
</tr>
<tr>
<td>Facilitator’s Role and Key Points</td>
<td>Establish the need for proactive action in one’s immigration case and in fraud prevention.</td>
</tr>
<tr>
<td>Suggested Activities and Discussion Prompts</td>
<td>Prompt: Who here has an idea of what kinds of items would be necessary to prepare in case you find yourself in detention? Potential Answers: identification documents, immigration papers, passport, ID, emergency contacts, etc.</td>
</tr>
</tbody>
</table>

Talking points:
Now that we have an idea of what items may be included, we’re going to review what kinds of information may be necessary for the person taking care of your family. Like any legal process or defense, it’s important to have everything in writing, which is why we have provided you our Action Plan.

Action Plan:
*Distribute and review ‘Action Plan’ Document*

*Reemphasize:* Depending on your case, sometimes legal support might not be enough, this is why community involvement is necessary. Your community will know you.

Seeking Reputable Help
*Review content of the slide.*

*Notarios:* Notarios are not attorneys. In the United States, a *notario*, or notary public, only has the authority to stamp a document verifying the identity of those who signed and nothing else.
In Latino America it is understood that a notario has the same rights and responsibilities of an attorney, and that is not the case in the U.S.

Tips and Strategies: (for presenter)
Recommendation: go to a trusted organization. Explain: The most important considerations for choosing a legal advocate are referrals and reputation.

Provide a list of trusted groups/individuals who can make referrals locally. You should meet service providers in your community and determine who will give quality service to your community members

Credentials: Ask in which state the person is barred, Look the attorney up in the state bar website, check to see if nonprofit staff member is currently accredited, review who can give immigration legal advice.

Disciplinary Actions: Check the Department of Justice database to see if the attorney or accredited rep has been disciplined. If so, don’t make an appointment with that person.
Expertise: Ask attorneys what their area of expertise is, ask how long they have been practicing, and ask about their experience working with cases like yours.

Stay informed: Ask LOTS of questions, stay involved and informed, make sure the attorney or accredited rep looks at the documents, and keep the full name and contact information of everyone involved.

Contract: Get EVERYTHING in writing, ask for a retainer agreement, read it over carefully, make sure to understand or ask questions, get written agreements for every promise made orally, send a letter outlining promises made if someone is refusing services previously promised.

Copies: Get a copy of everything the attorney/rep files, keep these copies safe!!

<table>
<thead>
<tr>
<th>Topic, Time, &amp; PPT Slides</th>
<th>Report (8-10 minutes)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Slide(s): 26-29</td>
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</table>

<table>
<thead>
<tr>
<th>Goals</th>
<th>Gain an understanding of where one can report incidents.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilitator’s Role and Key Points</td>
<td>Establish the need to community engagement in reporting ICE raids, hate crimes, etc.</td>
</tr>
</tbody>
</table>
Suggested Activities and Discussion Prompts

Prompt: Technology has allowed advances in communication and information sharing. This includes the gathering of evidence from law enforcement encounters. It’s important to know your rights as they pertain to recording law enforcement officials or a hate crime situation.

Guiding questions:
Has anyone in this room been in a situation where they felt they had to take pictures or video for evidence?
With response: What prompted you to take action by recording?
If no one response: What kinds of indicators would you look for that would prompt you to record a situation?

Answers: immigration is in your neighborhood or your neighbor’s house, you see a Muslim woman’s hijab being pulled, a person is yelling or intimidating another for how they look (gender identity, transgender individuals, color of their skin, ability to speak English, etc.)

*Continue to slide contents.*

Emphasize: A law enforcement officer may not confiscate or demand to view your digital photographs or video without a warrant.
Additional info: set a password for your phone.

Hate Crimes

*Review IL law definition of a hate crime and contents of slide.*

Action: If you are a victim of a hate crime or see a hate crime, report it.

*If time permits, refer to link to “TEN WAYS TO FIGHT HATE”*

Family Support Hotline

Explain the Family Support Hotline as a resource for your community and organization.

<table>
<thead>
<tr>
<th>Topic, Time, &amp; PPT Slides</th>
<th>Questions and Practice (5-20 minutes)</th>
</tr>
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<tbody>
<tr>
<td>Slide(s): 30</td>
<td></td>
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</table>

**Goals**
Gain a practical understanding on how to exert one’s rights.

**Facilitator’s Role and Key Points**
Adapt the practice to what the needs are of the group you are presenting to (e.g. hate crimes are especially relevant to Muslim/Arab/South Asian communities,
<table>
<thead>
<tr>
<th>Suggested Activities and Discussion Prompts</th>
<th>Questions: Encouraged to have an attorney present for legal questions.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Activity Suggestion: Ask that community members partner up with someone that they do not know.</td>
</tr>
<tr>
<td></td>
<td>Practice situations:</td>
</tr>
<tr>
<td></td>
<td>Scenario 1: Home – Exercise &amp; Debrief (3 minutes)</td>
</tr>
<tr>
<td></td>
<td>Scenario 2: Traffic Stop – Exercise &amp; Debrief (3 minutes)</td>
</tr>
<tr>
<td></td>
<td>Scenario 3: Family Member in Detention – Exercise &amp; Debrief (3 minutes)</td>
</tr>
<tr>
<td></td>
<td>Scenario 4: Reporting Hate-Based Violence – (3 minutes)</td>
</tr>
<tr>
<td></td>
<td>Scenario 5: Spotting Notario Fraud – Exercise &amp; Debrief (3 minutes)</td>
</tr>
<tr>
<td></td>
<td>Scenario 6: Workplace Raid – Exercise &amp; Debrief (3 minutes)</td>
</tr>
<tr>
<td></td>
<td>Scenario 7: Parent Conversation with Children (3 minutes)</td>
</tr>
</tbody>
</table>
Enforcement Policies Now & Future

President Trump’s January 25 executive order stated a sweeping new set of enforcement priorities. Under this order, ICE is prioritizing immigrants who

(a) have been convicted of any criminal offense;
(b) have been charged with any criminal offense, where such charge has not been resolved;
(c) have committed acts that constitute a chargeable criminal offense;
(d) have engaged in fraud or willful misrepresentation in connection with any official matter or application before a governmental agency;
(e) have abused any program related to receipt of public benefits;
(f) are subject to a final order of removal, but who have not complied with their legal obligation to depart the United States; or
(g) in the judgment of an immigration officer, otherwise pose a risk to public safety or national security.

Secure Communities
The executive order also brings back the Secure Communities program, which ICE has used to identify potential targets for enforcement. Under this program, ICE gets access to fingerprints taken when local police arrest a suspect, and compares these fingerprints with their own databases. If ICE identifies a target, it then asks local jails to either hold that individual or notify ICE of that person’s upcoming release so ICE can take that person into custody. Secure Communities proved controversial when it was first implemented between 2007 and 2014, and had been replaced with the Priority Enforcement Program. Now the new

Figure 1: How Secure Communities works.
administration is bringing Secure Communities back while expanding its list of enforcement priorities.

**Law, Regulation, Policy: What’s the Difference?**

During his campaign, Donald Trump made campaign promises that would separate immigrant families. Because of these promises many immigrant communities and communities of color have experienced fear and anxiety. This fear is due to the uncertainty over what can change more immediately versus what would take more effort. Below is an explanation of law, regulation, and policy

**Law:**

There have been no changes in law, this requires an act of Congress. Laws dictate benefit and enforcement as they relate to their respective agencies. They set the statute for which regulations are based off of.

**Regulations:**

Regulations have not changed. A change in regulation requires agency action. This means that upon enactment of a law, specific agencies are empowered to enforce the Acts through regulation. Regulations fill gaps that exist in the legislation to ensure agencies are able to carry out their duties as required by law.

**Policy:**

Currently there have been no policy changes. However, a change in administration can change policy without further notice. This is because a policy is a principle that guides decision making, compared to law that dictates benefit or enforcement. Policy can not contradict the governing documents, or law.
HELPFUL TIPS

READ YOUR ENTIRE MANUAL - You will find all the information you would want to include for a Know Your Rights Training.

HAVE KNOW YOUR RIGHTS CARDS HANDY – This might be the only tool community members have to communicate to law enforcement officials that they do not wish to speak to them.

TRAIN PEOPLE IN COMMON MEETING PLACES – If you are worried about turnout for your trainings, think about places where people meet already. Examples are: churches, community centers, parent conferences, etc.

ATTEND A TRAIN-THE-TRAINER TRAINING – It will help you understand why we need to educate our community on their rights and keep them involved with your community organization/parish.

USE THE CHIRLA VIDEO - It’s a great visual and it gives examples of real life situations that people may encounter at home, work or while driving. The video can be found in YouTube as “CHIRLA Know Your Rights video” at http://www.youtube.com/watch?v=5_Z_2SsUs

DO NOT GIVE LEGAL ADVICE! - Unless you are a lawyer, you CANNOT give legal advice to your audience, invite a lawyer to be part of your training and have them take questions from the audience at the END of your training.

Knowledge is only good if we use it. Here are some questions that may help you to start thinking strategically as you work to engage your community:

- Who are the people in your communities who would benefit from this information?
- How will you be reaching out to them?
- What are some of the potential challenges you face?
- Who are some natural allies?
- What already existing momentum and resources do you have that may assist in setting up trainings and reaching out to your communities?
- How can you modify this information in ways that are relevant to your goals and your community’s needs?
# Do’s and Don’ts for Community Meetings

<table>
<thead>
<tr>
<th><strong>To Do:</strong></th>
<th><strong>Not To Do:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Do activities in small groups</td>
<td>Do no preach to them</td>
</tr>
<tr>
<td>Be dynamic and move around the room</td>
<td>Do not assume that everyone in attendance is undocumented</td>
</tr>
<tr>
<td>Read instructions out loud—ask for volunteers to read them</td>
<td>Do not make assumptions that everyone knows how to read</td>
</tr>
<tr>
<td>Use butcher paper and other visual materials</td>
<td>Do not use the word <em>illegal</em></td>
</tr>
<tr>
<td>Use the language of your crowd</td>
<td>Do not use complicated words</td>
</tr>
<tr>
<td>Be flexible</td>
<td>Do not try to answer questions that you do not know the answer to</td>
</tr>
<tr>
<td>Create and revise the agenda</td>
<td>Do not refrain from using Power Point, projectors, or laptops</td>
</tr>
<tr>
<td>Keep track of time</td>
<td></td>
</tr>
<tr>
<td>Keep materials and contact numbers to refer people on hand</td>
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</tbody>
</table>
FREQUENTLY ASKED QUESTIONS:

Questions that community members want answers to:

INTERACTION WITH THE POLICE

If you are stopped on foot (on the sidewalk, in a parking lot, at a park, in a front yard, etc):

**General:** You do not have to answer any questions. You can say, “I don’t want to talk to you” and walk away calmly. Refusing to talk to the police might make the police suspicious of you, but talking to the police might give them a reason to ask you more questions, detain you longer, or arrest you. DO NOT RUN from the police. You do not have to tell the police your name, where you were born, where you live, or what your immigration status is. If you say anything that makes the police think you were not born in the U.S., then you might give them cause to detain you. If you give the police a fake identification document, you will likely prompt them to detain or arrest you.

**Stopped (detained) or arrest:** You can always ask the police if you can leave. You can walk away unless the police tell you to stop. If the police say to stop, you should ask if you are under arrest. If you are not, but you are not free to go, you are being detained. The police can pat the outside of your clothing if they have reason to suspect you might be armed and dangerous. If they start to search you more than this, say: “I do not give you consent to a search.” They might continue to search anyway. You do not need to answer questions if you are detained or arrested, but if you are arrested, you must give your name and address. If police just stop you to ask you questions, you do not have to answer.

If you are stopped in your car:

**General:** Do not be rude to the officer. Keep your hands where the officer can see them. When the officer asks, show your driver’s license, registration, and proof of insurance. You do not have to answer questions except to show your license, registration, and proof of insurance. You do not have to consent to a search.

Police might have the right to search your car, and you must not resist if they are going to search, but you can state clearly that you do not consent to a search. *Never carry or show fake documents. Officers may separate passengers and drivers from each other to question them and compare their answers, but no one has to answer any questions.

**If you do not have a license:** The officer can make the decision whether to arrest you or give you a written citation for driving without a license. If you are able to prove your identity to the police officer, you may receive a citation instead of being arrested and taken to jail.

INTERACTION WITH IMMIGRATION

Should I answer the questions of the agents?

Ultimately you can answer the questions of the agents, but a good lawyer would advise against answering. This is because whatever you say can be used against you. At that point, what is recommended is to ask to speak to an attorney. Doing so should stop the questions. Even if it does not, it will protect you in the future. The attorney is tasked to protect you legal rights.
Make sure you always have an attorney’s number available. Answering questions without an attorney present will not necessarily get the immigration agents to leave you alone or release you. That could be the case, but, ultimately, it is not recommended to answer without an attorney present.

**When I ask for an attorney, should they provide me with an attorney?**

If you are being prosecuted for a felony, and you cannot afford an attorney, you are entitled for the courts to provide you an attorney. However, because immigration law is a civil matter, the right to a government-appointed attorney does not apply. For families in deportation crisis, please refer them to the Illinois Family Support Hotline 1-855-HELP-MY-FAMILY. This hotline is staffed 24 hours a day, 7 days a week with volunteers who can provide families with referrals for legal, financial, and counseling assistance as well as referrals to programs such as the Immigrant Family Resource Program (IFRP) for social services and the New Americans Initiative (NAI) for assistance on how to become a citizen.

**If the agents come, should I let them inside my house?**

Unless the agents have a search warrant, you can refuse to allow them to enter your house. An agent who does not have a warrant might ask politely to come in. Once you or anyone else (including your child, your roommate, or anyone else in the house) allows the agent to come in, you have consented to a search; that agent then has the right to search the entire house and to question anyone there. Make sure to inform everybody in the house about these rules. Make sure that you or anyone else who answers the door checks that the agent has a warrant before opening the door. Also make sure that kids DO NOT open the door, and educate parents on the importance of teaching kids NOT to open the door without knowing who is knocking.

*Best Practices Tip:* Have a sample warrant that you can show to your audience--this will help them recognize the format.

**What happens if the agents show me a search warrant?**

If you are shown a warrant, make sure it is a real warrant. Check if a judge or supervisor has signed it. If this is the case, you should allow the agents to proceed, although you should mention that you are not consenting to this search. Do not try to interfere. Remember you do not have to speak even if there is a valid search warrant.

**What if an officer knocks on my door and says he just wants to ask me a few questions?**

Ask the officer through the door if he has a warrant. If he does not have a warrant but just says that he wants to talk to you, you do not have to talk to the officer.

**What happens if I talk?**
Anything that you say can be used against you. If you lie, the government can use your lie against you, including for criminal prosecution. Remaining silent and asking to speak with an attorney is the best option. Note that just remaining silent does not stop the questioning; however, asking to speak with a lawyer should stop the questioning.

Disclaimer: This section discusses a few basic rights our community should know. Undocumented immigrants still have rights. We need to make sure they know how to exercise them. This basic information does not constitute legal advice. Please consult with an immigration attorney if you need legal advice.

IN RELATION TO PRESIDENT TRUMP

I have DACA--what will happen?

Those who receive or apply for DACA will not necessarily be targeted for deportation. Administrative programs similar to DACA have never been used for wholesale deportation in the past. It would be extremely costly for the government to try to deport all of the more than 740,000 DACA recipients. However, Trump is more unpredictable than past presidents, so we do not really know what to expect.

I have never applied for DACA. Should I apply now?

If you have never applied for DACA in the past, you currently are not allowed to file a new application.

I've already submitted my initial or renewal request for DACA. Can I rescind my application and get my money back?

If you have already received your receipt (Form I-797C Notice of Action), you cannot withdraw your application.

Can Trump cancel my DACA?

Although the new Administration is not accepting new DACA applications, such steps are still possible. Those who have already received DACA are known to the Department of Homeland Security (DHS). Therefore, renewing DACA does not carry a new risk. In fact, a DACA renewal may allow a DACA recipient to keep a work permit until it expires.

Will ICE use my information to deport me and my family?

ICIRR’s network of member organizations is organizing Know Your Rights information sessions. We encourage our community to attend and learn how to prepare in whatever situation. In the past, administrative programs have not been used for deportations; however, Trump is less predictable than past presidents, so we do not know what to expect.

For a list of organizations go to https://goo.gl/oZOEZo.
What happens to my Social Security Number if DACA is taken away? Can we still have bank accounts? And what happens to our driver’s licenses and IDs?

Your Social Security Number is assigned for life, regardless of immigration status. However, you will not be able use your SSN for work if your Employment Authorization Document (EAD) (work permit) is revoked. Driver’s licenses and state IDs that depend on DACA grants would also expire.

Can I be fired from my job if DACA is revoked?

If your work authorization has expired, employers have the right to terminate employment. You may want to explore alternatives that your employer might use to continue your employment, such as retaining you as an independent contractor. Some employers may even choose to continue employment with the understanding that they might face fines and other penalties as a result. ICIRR is working with labor partners to disseminate more information on worker rights as they apply to DACA.

I plan, or want to apply, to travel on advance parole soon. Should I still travel?

No, DACA Recipients are no longer eligible to apply for Advances Parole.

I am a Lawful Permanent Resident (LPR, Green Card Holder). Will Trump be able to deport me?

Under current immigration law LPRs can be deported only based on certain grounds. If any of the following apply to you, we encourage you to seek legal counsel:

- You traveled outside the US for longer than six months with your green card;
- You have any criminal charge or conviction;
- You registered to vote or voted in the United States.

If you have been an LPR for at least 5 years in the country, we encourage you to apply for citizenship. Citizenship offers permanent protection from deportation. Immigrants who have been LPRs and married to a US citizen for three years also qualify for citizenship. ICIRR and member organizations have low-cost citizenship workshops where volunteer attorneys review your case and determine if you can apply for citizenship. For a list of upcoming workshops please visit http://www.icirr.org/news-events/events.

I am undocumented, I don’t have DACA or any immigration protection. Am I at risk of deportation?

President Trump’s January 25 executive order stated a sweeping new set of enforcement priorities. Under this order, someone is considered a priority if they have

- ...been convicted, charged or committed a criminal offense;
- ...engaged in fraud or willful misrepresentation to a governmental agency;
ICIRR’s network of member organizations will be organizing Know Your Rights information sessions. We encourage our community to attend to be prepared in whatever situation. For a list of organizations providing Know Your Rights information go to https://goo.gl/oZOEZo.

For all statuses we encourage preventive actions. If you are undocumented in Illinois, you may be eligible for a Temporary Visitor's Driver's License (TVDL) which will allow you to travel within Illinois more safely. ICIRR and member organizations have fought for victories such as this, the Chicago Welcoming City Ordinance, and the Cook County ordinance rejecting ICE detainers. We are working to identify and enact opportunities to broaden protections for undocumented individuals. We encourage you to stay informed and stay involved, as these protections will come from community advocacy and organizing. To get involved please visit icirr.org/riseup.
PREPARING AN ACTION PLAN

PLAN, PREPARE and EDUCATE! – These are the key action words to ensure our community is informed not only on how to protect and defend their rights, but also to be prepared in case of an emergency.

What to include in an Action Plan/Portfolio?
Biographic information of family members (name, date and location of birth, medical history)
The name of a person that can take temporary guardianship of your children if needed
Have a “Powers of Attorney”

TIP FOR THE COMMUNITY: The letter must be notarized.
Have the most up-to-date documents in a safe place such as:

- Passports
- Birth Certificates for you and your children
- Other identity documents
- Documents that prove good moral character
- Income Tax Returns from the last 5 years
- Documents that prove continuous residency like employment records, medical records, financial documents, etc.
- Documents that prove your entry into the United States or that otherwise demonstrate your presence since arrival
- For men: register for the Selective Service → go to www.sss.gov for further information
- Proof of vocational training, GED, or other education certificates
### Action Plan

**Plan de Acción**

**Important information and Contacts / Información y contactos importantes**

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nombre de su pareja/ Partner’s Name</td>
<td>____________________________</td>
</tr>
<tr>
<td>Dirección/ Address</td>
<td>____________________________</td>
</tr>
<tr>
<td>Lugar y fecha de nacimiento/ Place and Date of Birth</td>
<td>____________________________</td>
</tr>
<tr>
<td>Lugar de trabajo/ Work Place</td>
<td>____________________________</td>
</tr>
<tr>
<td>Horario de trabajo/ Work Schedule</td>
<td>____________________________</td>
</tr>
<tr>
<td>Teléfono del trabajo/ Work Phone</td>
<td>____________________________</td>
</tr>
<tr>
<td>Numero de Celular/ Cell Phone Number</td>
<td>____________________________</td>
</tr>
<tr>
<td>Historial médico/ Medical History</td>
<td>____________________________</td>
</tr>
<tr>
<td>Alergias/ Allergies</td>
<td>____________________________</td>
</tr>
<tr>
<td>Nombre del Doctor y Telefono/ Doctor’s Name and phone number</td>
<td>____________________________</td>
</tr>
</tbody>
</table>

Nome de su pareja/ Partner’s Name ____________________________

Dirección/ Address ____________________________

Lugar y fecha de nacimiento/ Place and Date of Birth ____________________________

Lugar de trabajo/ Work Place ____________________________

Horario de Trabajo/ Work Schedule ____________________________

Teléfono del trabajo/ Work Phone ____________________________

Numero de Celular/ Cell Phone Number ____________________________

Historial médico/ Medical History ____________________________

Alergias/ Allergies ____________________________

Nombre del Doctor y Telefono/ Doctor’s Name and phone number ____________________________

Abogado de Inmigración/ Immigration Attorney’s Name ____________________________
Teléfono/ Phone Number __________________________________________________________
Dirección/ Address __________________________________________________________________________

Consulado de/ Consulate of ________________________________________________________________
Teléfono/ Phone Number ________________________________________________________________
Dirección/ Address __________________________________________________________________________

Iglesia, Sacerdote, Pastor/ Church, Priest, Pastor _____________________________________________
Teléfono/ Phone Number ________________________________________________________________
Dirección/ Address __________________________________________________________________________

Contactos de Emergencia/Emergency Contacts
1. Nombre/ Name __________________________________________
Teléfono/ Phone Number ________________________________________________________________
Dirección/ Address __________________________________________________________________________

2. Nombre/ Name __________________________________________
Teléfono/ Phone Number ________________________________________________________________
Dirección/ Address __________________________________________________________________________

Organización Comunitaria/ Community Organization
Nombre/Name __________________________________________________________________________
Teléfono/ Phone Number ________________________________________________________________
Dirección/ Address __________________________________________________________________________

Familia aquí en los Estados Unidos/ Family Members in the US
1. Nombre/Name __________________________________________
Teléfono/ Phone Number ________________________________________________________________
Dirección/ Address __________________________________________________________________________
Parentesco/ Relationship __________________________________________________________________

2. Nombre/Name __________________________________________
Teléfono/ Phone Number

Dirección/ Address

Parentesco/ Relationship

3. Nombre/Name

Teléfono/ Phone Number

Dirección/ Address

Parentesco/ Relationship

Familia afuera de los Estados Unidos/ Family Members Outside the US

1. Nombre/ Name

Teléfono/ Phone Number

Dirección/ Address

Parentesco/ Relationship

2. Nombre/Name

Teléfono/Phone Number

Dirección/ Address

Parentesco/ Relationship

Información de los niños menores aquí en los EE.UU./ Information on children in the US

1. Nombre Completo/ Child’s name

Niño/Boy Niña/Girl Juguete Favorito/ Favorite Toy

Lugar y fecha de nacimiento/ Place and Date of Birth

Ciudadanía/ Citizenship Seguro Social/ Social Security

Historial médico/ Medical History

Alergias/ Allergies

Doctor/ Doctor

Nombre de escuela, niñera/ Name of School, Babysitter

Dirección, Teléfono/ Address, Phone Number
Grado/ Grade____ Horario de Escuela/ Schedule ________________________________

2. Nombre Completo/ Child’s name _____________________________________________

Niño/Boy Niña/Girl Juguete Favorito/ Favorite Toy ______________________________

Lugar y fecha de nacimiento/ Place and Date of Birth _______________________________________

Ciudadanía/ Citizenship__________________ Seguro Social/ Social Security ________________

Historial médico/ Medical History _________________________________________________

Alergias/ Allergies _____________________________________________________________

Doctor/ Doctor _________________________________________________________________

Nombre de escuela, niñera/ Name of School, Babysitter ______________________________

Dirección, Teléfono/ Address, Phone Number ______________________________________

Grado/ Grade_____ Horario de Escuela/ Schedule ________________________________

3. Nombre Completo/ Child’s name _____________________________________________

Niño/Boy Niña/Girl Juguete Favorito/ Favorite Toy ______________________________

Lugar y fecha de nacimiento/ Place and Date of Birth _______________________________________

Ciudadanía/ Citizenship__________________ Seguro Social/ Social Security ________________

Historial médico/ Medical History _________________________________________________

Alergias/ Allergies _____________________________________________________________

Doctor/ Doctor _________________________________________________________________

Nombre de escuela, niñera/ Name of School, Babysitter ______________________________

Dirección, Teléfono/ Address, Phone Number ______________________________________

Grado/ Grade_____ Horario de Escuela/ Schedule ________________________________

4. Nombre Completo/ Child’s name _____________________________________________

Niño/Boy Niña/Girl Juguete Favorito/ Favorite Toy ______________________________

Lugar y fecha de nacimiento/ Place and Date of Birth _______________________________________

Alergias/ Allergies _____________________________________________________________

Doctor/ Doctor _________________________________________________________________

Nombre de escuela, niñera/ Name of School, Babysitter ______________________________

Dirección, Teléfono/ Address, Phone Number ______________________________________

Grado/ Grade_____ Horario de Escuela/ Schedule ________________________________
En caso de que no estamos aquí y disponibles para cuidar a nuestros hijos, es nuestro deseo que las personas siguientes cuiden nuestros hijos

In the case that we are not here and available to care for our children, it is our desire that our children be cared for by:

Nombres/ Names ________________________________
Teléfono/ Phone Number ________________________________
Dirección/ Address ________________________________

En caso de que esas personas no pueden cuidar a nuestros hijos queremos que las siguientes personas cuyden a nuestros hijos/ second choice

Nombres/ Names ________________________________
Teléfono/ Phone Number ________________________________
Dirección/ Address ________________________________
Instrucciones/Instructions: ________________________________
CHECKLIST OF IMPORTANT DOCUMENTS

Lista de documentación importante

CHECK LIST OF IMPORTANT DOCUMENTS YOU MAY NEED

Identification Documents:
1. _____ Birth Certificates for you and your children.
2. _____ Social Security Cards.
3. _____ Consulate ID and/or Identifications for everyone in the family.
4. _____ Passports for you and your children. Children must have passports to leave the country. Both parents must go in person to request passports for children.

Medical Documents:
5. _____ Medical Records.
6. _____ List of medications.
7. _____ Doctor’s information: full name and address.
8. _____ Clinic where your children are patients.
9. _____ Immunization records.

School:
10. _____ School information where children are enrolled.
11. _____ Updated emergency contact at school.
12. _____ Teachers’ names and your children’s grades.
13. _____ Copy of Individualize Education Plans (IEP).

Property and Financial Information:
14. _____ Notarized short term guardianship letters.
15. _____ List of property (house and cars).
16. _____ List of banks that you have accounts with. We recommend that you consider the option of online banking so you can have access to your accounts online.
17. _____ Bank account numbers and bank information.
18. _____ Photocopies of credit and identification cards.
19. _____ Real estate power of attorney letter.
20. _____ Income tax documents for the last five years of filed income taxes.
21. _____ Insurance policies (life, car, house etc.).
22. _____ 401K or other retirement accounts information and documents.
23. _____ Information on how to transfer your bank account to another country.

Residency and good moral character:
24. _____ Utility bills.
25. _____ Documents that prove your entry into the United States or that otherwise demonstrate your presence in the U.S since arrival.

26. _____ Documents that prove good moral character (certificates of perfect attendance from work, volunteer award certificates, and/or volunteer recognition letters).

27. _____ Documents that prove continuous residency (employment records, medical records, financial documents, etc.).

Other Tips/Information:


29. _____ Keep your most up-to-date documents together in a safe place. Location of Important Documents: _______________________________________

30. Other Important Information: _________________________________________
# APPENDIX

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ROLEPLAY SCENARIOS

**Home Raid:**
Person A: ICE agent with an ICE warrant.
Goal: Be as pushy as possible, attempting to gain access to the home.
Person B: Individual in their home
Goal: Exercise your rights to not open the door.

**Traffic Stop:**
Person A: Police Officer making a traffic stop
Goal: Escalate situation and attempt to have individual admit guilt.
Person B: Individual driving a car
Goal: To not disclose your immigration status, nor admit guilt.

**Family Member in Detention:**
Person A: Individual in immigration detention
Goal: Share relevant information to family member on their location and enact action plan.
Person B: Family or friend of individual in detention
Goal: Ask for relevant information of incarcerated individual’s location and safety.

**Reporting Hate-Based Crime:**
Person A: Individual (pretend) assaulting an individual because of their identity
Goal: To show how to identify hate-based crimes
Person B: Individual who is the recipient of the hate crime
Goal: Ensure your safety and gather as much details on the incident
Person C (optional): Bystander
Goal: Assist in safety of victim and gather incident details

**Spotting Notary (Notario) Fraud:**
Person A: Fraudulent Notario/Notary Public
Goal: Attempt to scam individual
Person B: Client looking for services
Goal: Ask for information to identify legitimacy of services

**Workplace Raid:**
Person A: ICE Agent
Goal: Get individual to admit immigration status
Person B: Workers
Goal: Exert one’s rights as they pertain to a workplace raid
Parent Conversation with Children:

Person A: Parent  
Goal: Calmly explain to and prepare the child on your family’s action plan  
Person B: Child  
Goal: Ask difficult questions to the parent
## HELPFUL LINKS:

<table>
<thead>
<tr>
<th>Organization</th>
<th>Purpose</th>
<th>Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>Illinois Coalition for Immigrant and Refugee Rights</td>
<td>All of ICIRR’s resources for community members and organizations. Includes our updated Know Your Rights Power Point</td>
<td><a href="https://www.icirr.org/community-resources">https://www.icirr.org/community-resources</a></td>
</tr>
<tr>
<td>American Friends Service Committee</td>
<td>Know Your Rights packets, information, and a guide.</td>
<td><a href="http://afsc.org/resource/immigration-know-your-rights-resources">http://afsc.org/resource/immigration-know-your-rights-resources</a></td>
</tr>
<tr>
<td>American Civil Liberties Union</td>
<td>Resources from the ACLU</td>
<td><a href="https://www.aclu.org/know-your-rights/what-do-if-youre-stopped-police-immigration-agents-or-fbi">https://www.aclu.org/know-your-rights/what-do-if-youre-stopped-police-immigration-agents-or-fbi</a></td>
</tr>
<tr>
<td>Federal Trade Commission</td>
<td>Fotonovelas (ESP) on fraud prevention. These fotonovelas can be ordered for free at the provided link.</td>
<td><a href="https://www.consumidor.ftc.gov/destacado/destacado-s0031-fotonovelas">https://www.consumidor.ftc.gov/destacado/destacado-s0031-fotonovelas</a></td>
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<tr>
<td>Immigrant Defense Project</td>
<td>Know Your Rights with ICE – Flyer</td>
<td><a href="https://drive.google.com/file/d/0B9KiQpSi9wUrdEIZIQ0s4QnhGLVE/view?usp=sharing">https://drive.google.com/file/d/0B9KiQpSi9wUrdEIZIQ0s4QnhGLVE/view?usp=sharing</a></td>
</tr>
<tr>
<td>Ella Baker Center for Human Rights</td>
<td>Justice Teams for TRUTH and Reinvestment Toolkit</td>
<td><a href="https://drive.google.com/file/d/0B9KiQpSi9wUrRmREMjBJRi1qcTg/view?usp=sharing">https://drive.google.com/file/d/0B9KiQpSi9wUrRmREMjBJRi1qcTg/view?usp=sharing</a></td>
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<tr>
<td>Immigrant Legal Resource Center</td>
<td>Family Preparedness Plan</td>
<td><a href="https://drive.google.com/file/d/0B9KiQpSi9wUrRzdKZDFfUGpvT2M/view?usp=sharing">https://drive.google.com/file/d/0B9KiQpSi9wUrRzdKZDFfUGpvT2M/view?usp=sharing</a></td>
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<tr>
<td>New York City Anti-Violence Project</td>
<td>Rapid Incidence Response Toolkit: Responding to Violence in LGBTQ &amp; HIV-affected Communities</td>
<td><a href="https://drive.google.com/file/d/0B9KiQpSi9wUrZm9ZY3ZRUzMtdUU/view?usp=sharing">https://drive.google.com/file/d/0B9KiQpSi9wUrZm9ZY3ZRUzMtdUU/view?usp=sharing</a></td>
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<tr>
<td>People’s Response Team</td>
<td>Cop Watching Pro-Tips</td>
<td><a href="https://drive.google.com/file/d/0ByFh6Il8pIGR1k3LXJZZWZmOXc/view?usp=sharing">https://drive.google.com/file/d/0ByFh6Il8pIGR1k3LXJZZWZmOXc/view?usp=sharing</a></td>
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<tr>
<td>Illinois State Police</td>
<td>Illinois Uniform Crime Reporting Program: Hate Crime Incident Form</td>
<td><a href="https://drive.google.com/file/d/0B9KiQpSi9wUrdIQ3bXhTVzl4RXM/view?usp=sharing">https://drive.google.com/file/d/0B9KiQpSi9wUrdIQ3bXhTVzl4RXM/view?usp=sharing</a></td>
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<tr>
<td>Southern Poverty Law Center</td>
<td>Ten Ways to Fight Hate: A Community Response Guide</td>
<td><a href="https://drive.google.com/file/d/0B9KiQpSi9wUrLVRicFhwMIAtlWc/view?usp=sharing">https://drive.google.com/file/d/0B9KiQpSi9wUrLVRicFhwMIAtlWc/view?usp=sharing</a></td>
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<tr>
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<tr>
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<td>--------------------------------------------</td>
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<td>Council on American Islamic Relations</td>
<td>Know Your Rights</td>
<td><a href="https://drive.google.com/file/d/0B9KiQpSi9wUrZfpRUXNLX2JaQmM/view?usp=sharing">https://drive.google.com/file/d/0B9KiQpSi9wUrZfpRUXNLX2JaQmM/view?usp=sharing</a></td>
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<td>Mexican American Legal Defense and Education Fund</td>
<td>Responding to Hate Crime</td>
<td><a href="https://drive.google.com/file/d/0B9KiQpSi9wUrSnRX5I5UN5ems/view?usp=sharing">https://drive.google.com/file/d/0B9KiQpSi9wUrSnRX5I5UN5ems/view?usp=sharing</a></td>
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<tr>
<td>Illinois Coalition for Immigrant and Refugee Rights</td>
<td>“Know Your Rights” Flyer Template</td>
<td><a href="https://docs.wixstatic.com/ugd/aec63a_33c270ecc4436aaaa93b976cc35a50.pdf">https://docs.wixstatic.com/ugd/aec63a_33c270ecc4436aaaa93b976cc35a50.pdf</a></td>
</tr>
<tr>
<td>Mexican American Legal Defense and Education Fund</td>
<td>Right to Film or Photograph Police and ICE</td>
<td><a href="https://docs.google.com/document/d/1KiZ-h9KM3AJI35_8K006G17HplUe8oT5wdpsUUGPCo/edit?usp=sharing">https://docs.google.com/document/d/1KiZ-h9KM3AJI35_8K006G17HplUe8oT5wdpsUUGPCo/edit?usp=sharing</a></td>
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<td>Mexican American Legal Defense and Education Fund</td>
<td>Immigrants’ Rights Under a Trump Presidency</td>
<td>ENG: <a href="https://drive.google.com/file/d/0B9KiQpSi9wUraG1PyKdKcUlx2s/view?usp=sharing">https://drive.google.com/file/d/0B9KiQpSi9wUraG1PyKdKcUlx2s/view?usp=sharing</a></td>
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<tr>
<td></td>
<td></td>
<td>ESP: <a href="https://drive.google.com/file/d/0B9KiQpSi9wUrdDroOXFDJ4M0k/view?usp=sharing">https://drive.google.com/file/d/0B9KiQpSi9wUrdDroOXFDJ4M0k/view?usp=sharing</a></td>
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<tr>
<td>Illinois Coalition for Immigrant and Refugee Rights</td>
<td>Annotated Judge Warrant</td>
<td><a href="https://drive.google.com/file/d/0B9KiQpSi9wUrNGLyVDCybWFQV1k/view?usp=sharing">https://drive.google.com/file/d/0B9KiQpSi9wUrNGLyVDCybWFQV1k/view?usp=sharing</a></td>
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</tr>
</tbody>
</table>
Obtaining Certified Dispositions

A **certified disposition** is an official document describing your arrest, the charge, and what happened during your court trial. Immigration requests certified dispositions to determine a person’s eligibility for citizenship.

Please refer to the chart below to learn how and where to obtain a certified disposition.

<table>
<thead>
<tr>
<th>If you were arrested in:</th>
<th>Obtain a certified disposition at:</th>
<th>Information:</th>
</tr>
</thead>
</table>
| Chicago (misdemeanors)          | Cook County Circuit Court                | Hours: Monday through Friday 8:00 am – 5:00 pm  
|                                  | Richard J. Daley Center 50 W Washington Room 1006  
|                                  | (312) 603-5031                           | Certified Dispositions $9  
|                                  |                                          | Records can be requested by mail.                                                   |
| Chicago (felonies)               | 2650 S. California 5th Floor             | Hours: Monday through Friday 8:30 am – 4:30 pm  
|                                  | (773) 869-3152                           | Certified Dispositions $9.                                                       |
| Dupage County                    | DuPage County Court 505 County Farm Road Wheaton, IL 60187  
|                                  | (630) 407-8700                           | Hours: Monday through Friday 8:30 am – 4:30 pm  
|                                  |                                          | Files prior to 1990 must be requested 24 hours in advance of visit.          |
| Kane County                      | Kane County Court 540 S Randall Road St. Charles, IL 60174  
|                                  | (630) 232-3413                           | Hours: Monday through Friday 8:30 am – 4:30 pm  
|                                  |                                          | Files can be viewed in person.                                                  |
| Lake County                      | Lake County Court 18 N. County Court Waukegan, IL 60085  
|                                  | (847) 377-3380                           | Hours: Monday through Friday 8:30 am – 5:00 pm  
|                                  | (847) 377-3291                           | $5 charge per name per year search.                                             |
|                                  |                                          | Records can be requested by mail or in person.                                 |
|                                  |                                          | Call in advance if in person.                                                   |
| McHenry County                   | McHenry County Court 2200 N. Seminary Ave. Woodstock, IL 60098  
|                                  | (815) 334-4000                           | Hours: Monday through Friday 8:00 am – 4:30 pm  
|                                  |                                          | Files can be viewed in person.                                                  |
| Will County                      | Will County Clerk’s Office 14 W. Jefferson Street, 2nd Floor Joliet, IL 60432  
|                                  | (815) 727-8592                           | Hours: Monday through Friday 8:30 am – 4:30 pm  
|                                  |                                          | Certification of documents available and files can be viewed in person. Call in advance if file older than 5 years. |
| Outside the Chicago metropolitan area | The county courthouse of that area | Hours: Monday through Friday 8:30 am – 4:30 pm  

Sometimes, Immigration officials also request a police record, known as an Access and Review. If you need an Access and Review from the Chicago Police Department you can obtain one in the following:

Effective Monday, February 20, 2012, the Records Customer Service Section will be located **at 3510 South Michigan**. The hours of operation will be on 8:30 am – 3:30 pm. The following services will be available at the new location:

1. **Traffic Accident Reports**
2. **Case Reports**
3. **Access and Review (Fingerprinting and Rapsheets)**
4. **Visa Clearance Letters and Name Checks**
5. **Gun Registration**
Como obtener una disposición certificada

Una disposición certificada es un documento oficial describiendo su arresto, el cargo, y lo que pasó durante la corte. Inmigración requiere las disposiciones certificadas para ayudar a determinar la elegibilidad de un inmigrante que quiere hacerse ciudadano.

<table>
<thead>
<tr>
<th>Si fue arrestado en:</th>
<th>Obtenga su disposición certificada en:</th>
<th>Mas información:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chicago (delitos menores)</td>
<td>Cook County Circuit Court Richard J. Daley Center 50 W Washington Room 1006 (312) 603-5031</td>
<td>Horas: Lunes – Viernes 8:30am – 4:30pm Disposiciones certificadas $9 Se puede pedir records por correo.</td>
</tr>
<tr>
<td>Chicago (delitos graves/felonies)</td>
<td>2650 S. California 5th Floor (773) 869-3152</td>
<td>Disposiciones Certificadas $9</td>
</tr>
<tr>
<td>Dupage County</td>
<td>DuPage County Court 505 County Farm Road Wheaton, IL 60187 (630) 407-8700</td>
<td>Horas: Lunes – Viernes 8:30am – 4:30pm Para records con fecha antes del año 1990, necesita pedirlos con 24 horas de anticipo.</td>
</tr>
<tr>
<td>Kane County</td>
<td>Kane County Court 540 S Randall Road St. Charles, IL 60174 (630) 232-3413</td>
<td>Horas: Lunes – Viernes 8:30am – 4:30pm Se puede pedir los records en persona.</td>
</tr>
<tr>
<td>Lake County</td>
<td>Lake County Court 18 N. County Court Waukegan, IL 60085 (847) 377-3380 (847) 377-3291</td>
<td>Horas: Lunes – Viernes, 8:30am – 5:00pm $5 por nombre y por año buscado Se puede pedir records por correo o en persona. Llame antes si va a ir en persona.</td>
</tr>
<tr>
<td>McHenry County</td>
<td>McHenry County Court 2200 N. Seminary Ave. Woodstock, IL 60098 (815) 334-4000</td>
<td>Horas: Lunes – Viernes 8:00 am – 4:30 pm Se puede pedir records en persona.</td>
</tr>
<tr>
<td>Will County</td>
<td>Will County Clerk’s Office 14 W. Jefferson Street, 2nd Floor Joliet, IL 60432 (815) 727-8592</td>
<td>Horas: Lunes – Viernes 8:30 am – 4:30 pm Se puede pedir disposiciones certificadas en persona. Llame antes de ir los records son de hace más de 5 años.</td>
</tr>
</tbody>
</table>

Fuera del área metropolitan de Chicago

La corte del condado en esa localidad

En Ingles, una disposición certificada es “certified disposition.”

Usted puede obtener su disposición certificada usando el siguiente:

Un “Access and Review” se puede conseguir el la sede de la policía de Chicago en el:

A partir Lunes, 20 de Febrero 2012, la Sección de Registros del Servicio al Cliente estará ubicada en 3510 South Michigan. El horario de atención será 8:30am – 3:30pm. Los siguientes servicios estarán disponibles en la nueva ubicación:

1. Reporte de Accidente de Transito
2. Los informes de casos
3. Acceso y Revision (hullas digitales y Rapsheets)
4. Cartas Visa liquidación y los controles Nombre
5. Registro de pistolas
Annotated ICE Warrant (Administrative Warrant)

U.S. DEPARTMENT OF HOMELAND SECURITY  Warrant for Arrest of Alien

This is a sample warrant issued by ICE. Este es un ejemplo de una orden emitida por ICE.

File No. ______________
Date: ______________

To: Any immigration officer authorized pursuant to sections 236 and 287 of the Immigration and Nationality Act and part 287 of title 8, Code of Federal Regulations, to serve warrants of arrest for immigration violations

I have determined that there is probable cause to believe that ________________________________ is removable from the United States. This determination is based upon:

☐ the execution of a charging document to initiate removal proceedings against the subject;
☐ the pendency of ongoing removal proceedings against the subject;
☐ the failure to establish admissibility subsequent to deferred inspection;
☐ biometric confirmation of the subject’s identity and a records check of federal databases that affirmatively indicate, by themselves or in addition to other reliable information, that the subject either lacks immigration status or notwithstanding such status is removable under U.S. immigration law; and/or
☐ statements made voluntarily by the subject to an immigration officer and/or other reliable evidence that affirmatively indicate the subject either lacks immigration status or notwithstanding such status is removable under U.S. immigration law.

YOU ARE COMMANDED to arrest and take into custody for removal proceedings under the Immigration and Nationality Act, the above-named alien.

(Signature of Authorized Immigration Officer)

(Printed Name and Title of Authorized Immigration Officer)

Certificate of Service

I hereby certify that the Warrant for Arrest of Alien was served by me at ________________________________ (Location)
on ________________________________ on ________________________________ (Date of Service), and the contents of this notice were read to him or her in the ________________________________ language.

______________________________  ________________________________
Name and Signature of Officer  Name or Number of Interpreter (if applicable)

Form I-200 (Rev. 09/14)
UNITED STATES DISTRICT COURT
DISTRICT OF MINNESOTA

United States of America,
Plaintiff,

v.

The Premises Known As,
Swift & Company, located at 1700 Highway 60 NE, Worthington, Minnesota, and all its appurtenances, parking areas, and outdoor working areas,

Defendant.

The United States of America, having filed an application to authorize officers of United States Immigration and Customs Enforcement to enter the building on the premises described above in order to search for persons who are aliens in the United States without legal authority, together with an Affidavit and memorandum of Points and Authorities in support of the application, and the Court finding on the basis of the affidavit that there is probable cause to believe that located within the business premises described above are persons who are aliens in the United States without legal authority and subject to removal proceedings pursuant to Section 240 of the Immigration and Nationality Act, 8 U.S.C. § 1229a (1996).

IT IS THEREFORE ORDERED that the officers of U.S. Immigration and Customs Enforcement are authorized to enter the building and
areas on the premises described herein and to make such search as
is necessary to locate aliens present in the United States
illegally and counterfeit, altered, or imposter documents possessed
and/or used by the aliens who are not lawfully entitled to reside
within the United States and who are employed at present within
Swift, Inc. (See Attachment B). In making this search, the agents
of ICE are authorized to enter any locked room on the premises in
order to locate persons who may be such aliens in the United States
without legal authority and, if any such persons are found on the
premises, to exercise their authority pursuant to section 287 of
the Immigration and Nationality Act, 8 U.S.C. § 1357, to question
them to determine whether they are such aliens and, if there is
probable cause to believe they are such aliens, to arrest them.

IT IS FURTHER ORDERED that U.S. Immigration and Customs
Enforcement shall conduct the entry and search during daylight
hours with ten (10) days of the issuance of this warrant, and make
its return to this Court with ten (10) days of the date the entry
and search have been completed.

Dated: December 8, 2006

Make sure the date is recent
(A few months)

Revise que la fecha sea
reciente (De unos meses)

JANIE S. MAYERON
United States Magistrate Judge

Make sure it is signed by a
JUDGE

Revise que este firmada por
un JUEZ (Judge)
IMMIGRANT DETENTION CENTERS IN ILLINOIS

General Information:

Each detainee shall be provided with the comprehensive written orientation materials, which shall consist of the ICE National Detainee Handbook (ICE Handbook), and a local detainee handbook supplement as part of the intake procedure. This supplement shall develop the booking process, the phone service, among others.

Usually, the general information about each different county detention centers (CDCs) is also in Spanish online. The written facility rules and sanctions are also in other languages if it is necessary.

The local handbook supplement provided to detainees shall generally be translated into Spanish. Where practicable, provisions for written translation shall be made for the population with limited English proficiency.

Oral interpretation or assistance shall be provided to any detainee who speaks another language in which written material has not been translated or who is illiterate. Materials may be provided via audio or video recordings. The applicable content and procedures in this standard shall be communicated to the detainee in a language or manner the detainee can understand.

The intake procedure is made up of each of the following steps:

- You will be placed in a holding cell. If the jail is really busy, you will have to wait a while to get processed.
- The first thing you will have to is you must answer some simple questions, like what is your full legal name, your address, birth date and an emergency contact.
- You will also be asked about your medical and mental history.
- You will be issued an inmate ID.
- You will be fingerprinted.
- You will have your mugshot taken.
- All of your personal property will be taken away from you and stored until you get released from jail.
- You will be allowed to use the telephone in order to get in touch with a family member, friend, or bail bondsman.
- If you are expected to be released quickly, you will be allowed to skip the jumpsuit and keep wearing your own clothes, but if you are not expected to make bail quickly you will have to wear a jumpsuit.

County Detention Centers

McHenry County Adult Correctional Facility:
Chicago Field Office
2200 N. Seminary Ave. Woodstock, IL, 60098
Facility Main Telephone Line: (815) 334-3400/815-338-9396 (Booking)
Field Office Main Telephone Line: (312) 347-2400 (8:00AM-4:00PM)
Free call first time
Prepaid 5 minutes call, given depending on how busy they are. They have handbook there, but no online.

If you need information about a detainee that is housed at this facility, you may call (312) 347-2400 between the hours of 8:00 A.M. and 4:00 P.M. When you call, please have the individual’s biographical information ready, including first, last and hyphenated names, any aliases he or she may use, date of birth and country of birth.

Detainees cannot receive incoming calls. If you need to get in touch with a detainee to leave an urgent message, you must call (815) 338-9396 and leave the detainee’s full name, alien registration number and your name and telephone number where you can be reached. The detainee will be given your message.

Si usted necesita información sobre un detenido que está alojado en este centro de detención, puede llamar al (312) 347-2400 entre las horas de 8:00 A.M. a 4:00 P.M. Cuando usted llame, por favor tenga lista toda la información biográfica del detenido, incluyendo el nombre y apellidos compuestos o algún alias que él o ella utilice, fecha y país de nacimiento.

Si usted tiene que comunicarse con el Centro de Correcciones para Adultos del condado de McHenry debe llamar al (815) 338-9396 para información sobre el horario de visitas, la dirección y facturación del teléfono.

Los detenidos no pueden recibir llamadas telefónicas. Si usted necesita contactarse con un detenido para dejar un mensaje urgente, debe llamar al (815) 338-9396 y dejar el nombre completo del detenido, el número de extranjero (A-Number), su nombre y su número de teléfono. Se le dará el mensaje al detenido.

**Prison Handbook:**

Intake Procedure: Same as other.

**Phone Calls & Phone Usage Policy:**

Phone calls that inmates are allowed to make from jail are made through a jail approved pre-paid phone account or phone card. Calls made in jail are usually pricier than regular phone calls. Inmates are able to make phone calls, with restrictions on how often you can use the phone, but you should keep in mind that you are just one of many people who want to talk to their loved ones. If you break the rules, your ability to use the phone may be limited or forbidden completely.

The McHenry County Jail phone number is: 815-338-2144


**Kenosha County Detention Center**

Chicago Field Office
4777 88th Street Kenosha, WI, 53144
Facility Main Telephone Line: (262) 605-5800
No handbook online, have one there
Free call
Set up account for calling family at (877) 650-4249
Different for lawyer, it did not elaborate.
Detainees cannot receive incoming calls. If you need to get in touch with a detainee to leave an urgent message, you must call (262) 605-5800 and leave the detainee’s full name, alien registration number and your name and telephone number where you can be reached. The detainee will be given your message.

**Prison Handbook:**
Intake Procedure: Same as others.

**Phone Calls & Phone Usage Policy:**
Phone calls that inmates are allowed to make from jail are made through a jail approved pre-paid phone account or phone card. These phone calls are much pricier than regular phone calls. Phone calls are restricted on how often you can use the phone, but inmates should keep in mind that every inmate wants to use the phone too, so they can call their family. If you break the jail rules, your ability to use the phone might get reduced or eliminated completely, as part of the punishment.

**Kenosha Sheriff Phone Number:** 262-605-5100

**Pulaski County Detention Center**
Chicago Field Office
1026 Shawnee College Road Ullin, IL, 62992

Facility Main Telephone Line: (618)-845-3512

First call: Free Call
More information in: www.pulaskicountyil.net (set up an account).

**Prison Handbook:**
Intake Procedure: Same as others.

**Phone Calls & Phone Usage Policy:**
Phone calls that inmates are allowed to make from jail are made through a jail approved pre-paid phone account or phone card, or are collect calls. Phone calls made in jail are a lot more costly than phone calls made at home. Phone calls are restricted on when and how often you can use the phone, but inmates must keep in mind that a long line can form at the phones, because everyone wants to use the phone, too. If you are disciplined for an infraction, an inmate’s phone privileges might get cut back or eliminated altogether.

The Tri-County Justice & Detention Center phone number is: (618) 845-3512
FAQs about the detainee locator: https://locator.ice.gov/odls/about.jsp

**Dodge Detention Facility**
Chicago Field Office
141 N. Main Street Juneau, WI, 53039
Facility Main Telephone Line: (920) 386-3743
Free call: Depends on how busy (how soon after the intake process), no handbook online.
For family: look up the website.

Prison Handbook:
Intake Procedure: Same as others.
**Phone Calls & Phone Usage:**
The only phone calls that inmates are allowed to make are made through a jail approved pre-paid phone account or phone card. Calls made in jail are much more costly than phone calls made outside of jail. Phone calls are restricted on how often you can use the phone, but inmates should keep in mind that a long line can form at the phones, because everyone wants to use the phone, too. If you break the rules and are disciplined, phone privileges might get reduced or totally denied.
Phone Number: 920-386-3734
http://prisonhandbook.com/4074/dodge-county-detention-facility-juneau-wi/#intake-discharge

**Boone County Jail**
Chicago Field Office
3020 Conrad Lane Burlington, KY, 41005
Facility Main Telephone Line: (859) 334-2143
www.boonecountyky.org/jl
Free call and depending on how busy after the intake process, no handbook online.

Detainee Handbook:
**Phone Number:**
The only phone calls that inmates are allowed to make are collect calls or through a pre-paid phone account. Phone calls made in jail are generally more expensive than phone calls made at home. Phone calls are restricted on when and how often you can use the phone, but inmates must keep in mind that every inmate wants to use the phone too, so they can call their family. If you break the rules, an inmate’s ability to use the phone might get reduced or eliminated completely.
Phone Number: (859) 334-2175
http://prisonhandbook.com/2362/boone-county-jail-burlington-ky/

**Kankakee County Jail/Jerome Combs (IL)**
Address: 3000 S Justice Way, Kankakee, IL
Telephone: (815) 802-7100
Sheriff’s office: (815) 802-7200
Free call in general
Collect call phone service to get in contact with family/friends.
After done processing. No handbook online.

**Phone Number:**
The only phone calls that inmates are allowed to make are with a pre-paid phone card or account, or are collect calls. These phone calls are a lot pricier than phone calls made outside of jail. Inmates are able to make phone calls, with restrictions on when and how often you can use the phone, but bear in mind lots of people want to use the phone – so you have to share. If you are disciplined for an infraction, an inmate’s ability to use the phone could be reduced or forbidden.
The Kankakee County Jail phone number is: (815) 802-7100

Securus Phone Services
The Kankakee County Sheriff office has collect telephones in all housing units within the detention facilities. Inmates have daily access to these phones.

**Clay County Jail**
Chicago Field Office
611 East Jackson Street Brazil, IN, 47834
Facility Main Telephone Line: (812) 448-9051
Clay county justice center: (812) 446-2535
Free call, handbook not online.
Collect calls to family and friends

**Phone Number:**
All phone calls from jail are collect calls or through a pre-paid phone account. Jail phone calls are a lot more costly than phone calls made outside of jail. Phone calls are restricted on when and how often you can use the phone, but you should keep in mind that there are a limited number of phones, so all the inmates must share phone time. If you break the jail rules, phone privileges may be limited or eliminated completely.

The Clay County Jail phone number is: (812) 446-2535
KNOW YOUR RIGHTS CARD TRANSLATIONS

English
Rights Cards
1. I am giving you this card because I do not wish to speak to you or have any further contact with you.
2. I choose to exercise my right to remain silent and to refuse to answer any questions.
3. If you arrest me, I will continue to exercise my right to remain silent and to refuse to answer your questions.
4. I want to speak with a lawyer before answering your questions.
5. I would like to contact this attorney or organization: ________________________________

Arabic:
بطاقات الحقوق

1. أنا حامل هذه البطاقة أرفض أن أتحدث إليكم الآن أو بالمستقبل.
2. أريد ممارسة حقوقي في التزام الصمت ورفض الإجابة عن أي أسئلة.
3. إذا تم اعتقالي ، سأستمر في ممارسة حقوقي بالالتزام الصمت ورفض الإجابة على أسئلتك.
4. أريد التكلم مع محامي قبل الإجابة على الأسئلة.
5. أريد الاتصال بهذه المؤسسة أو محامي:

Spanish:
Tarjeta de Derechos

1. Le estoy dando esta tarjeta porque no deseo hablar o tener más contacto con usted.
2. Yo elijo ejercer mi derecho a mantenerme callado y me niego a contestar sus preguntas
3. Si me arresta, seguiré ejerciendo mi derecho a mantenerme callado y a negarme a contestar sus preguntas.
4. Yo quiero hablar con un abogado antes de contestar sus preguntas
5. Quiero contactar a este abogado/organización: ________________________________

Chinese
权利卡片

给你这张卡是因为我不想和你说话，也不想和你有任何进一步的接触。

我选择行使保持沉默的权利，并拒绝回答任何问题。

如果你逮捕我，我将继续行使保持沉默的权利，并且拒绝回答任何问题。

在回答你的问题之前，我需要和律师取得联系。
我需要联系这个律师（或机构）：

French

Carte de droits :
1. Je vous donne cette carte car je ne souhaite pas vous parler ou continuer d'interagir avec vous.
2. Je fais valoir mon droit au silence et à ne pas répondre à vos questions.
3. Si vous m'arrêtez, je continuerais à faire valoir mon droit au silence et à refuser de répondre à vos questions.
4. Je souhaite parler à un avocat avant de répondre à vos questions.
5. Je souhaite contacter cet avocat ou cette organisation: ____________________________

Korean

권리 카드
1. 당신에게 이야기 하고 싶지 않거나 더이상 연락하지 않기 때문에 이 카드를 당신에게 드립니다.
2. 어떤 질문에 대해서는 답변하지 않고 침묵할 권리를 행사하기로 결정했습니다.
3. 만약 당신이 나를 체포한다면, 나는 계속 어떤 질문에 대해서는 답변하지 않고 침묵할 권리를 행사하기로 결정했습니다.
4. 당신의 질문에 대해서 답변하기 전에 변호사와 이야기 하고 싶습니다.
5. 나는 이 변호사나 기관에 연락하기를 원합니다: ____________________________

Urdu

میں اس کارڈ کو استعمال کرنا چاہتا ہوں، میں اپ سے انہدہ کوئی تمتع نہیں رکھتا ہوں۔

Română

Carte de drept:
1. Vă dau această carte pentru că nu dorești să vorbești cu mine sau să continuezi să interacționezi cu mine.
2. Vă declar dreptul la silență și la refuzarea de a răspunde la întrebări.
3. Dacă vă arez, voi continua să vă declara dreptul la silență și să refuz să răspund la întrebări.
4. Vă doreşte vorbit cu un avocat înainte de a răspunde la întrebări.
5. Vă doreşte să contactezi acest avocat sau această organizație: ____________________________

Polish:

Karta praw
1. Daję Ci tę kartę ponieważ nie chcę z Tobą rozmawiać ani mieć jakikolwiek kontakt z Tobą.
2. Chcę skorzystać z prawa do zachowania milczenia i odmawiam odpowiedzi na jakiekolwiek pytania.
3. Jeżeli mnie aresztujesz, ja nadal będę korzystał z prawa do zachowania milczenia i odmówię odpowiedzi na jakiekolwiek pytania.
4. Chcę porozmawiać z prawnikiem, zanim odpowiem na jakiekolwiek pytania.
5. Chciałbym się skontaktować z tym prawnikiem / organizacją:________________________

Alianza America Know Your Rights Pamphlet

Link to original document:
https://drive.google.com/file/d/0B9KiQpSi9wUrV3FNMGtQbXotTk1fVkJYVjE0aWk3cHEtdXc4/view?usp=sharing
CAIR Know Your Rights

If you are visited by federal law enforcement agents, remember:
You have the legal right to have a lawyer present when speaking with federal law enforcement agencies. This is true even if you are not a citizen or have been arrested or detained.
Law enforcement agents must have a search warrant, except in emergency situations, in order to enter your house. Politely ask to see it before allowing them to enter. Always be courteous and polite, but remember that you are under no obligation to answer questions without a lawyer present. You should tell the agents that you do not consent to the search so that they cannot go beyond what the warrant authorizes.
You should never lie or provide false information to any law enforcement agency. (It’s a federal crime!!!) Remember to ask any investigator who visits you for a business card so you can give it to your lawyer. At the very least get the name, contact information and agency of the officer.

If stopped by police:
On the street: The police must have a specific reason to approach and question you. Police can pat you down over the outside of your clothing if they have reason to suspect that you are armed and dangerous. You do not have to answer any questions besides identifying who you are and show a government-issued ID. After the interaction, you will be either free to leave or under arrest. Ask the officer clearly if you are free to leave or if you are under arrest.
In your car: Keep your hands visible. If you are the driver, you must show your license, registration and proof of insurance. You do not have to consent to a search, but police may have legal grounds to search your car anyway. Officers may separate passengers and drivers from each other to question them, but no one has to answer any questions.
If arrested or taken to a police station: You do not have to talk to any police officer even if you have been arrested or detained. ASK for a lawyer (It's your right!). If you cannot afford a lawyer, the government has to provide one.
If mistreated: Do not resist arrest or fight with any police officers. Write down the officer’s name, badge number and any other identifying information. Try to find witnesses and write down their contact information. Call CAIR or attorney.

Your Rights as an Employee:
Federal law makes it illegal for an employer to discriminate against an employee on the basis of religion, race or national origin. Title VII of the 1964 Civil Rights Act guarantees your right to:
Reasonable religious accommodation. The failure of an employer to reasonably accommodate your religious practices may constitute employment discrimination. "Religious practices" include prayer breaks, wearing a beard or hijab, going to Friday prayers, going to Hajj, etc.
Fairness in hiring, firing, and promotions. Employers are prohibited considering race, national origin or religion when making decisions affecting your work.
A non-hostile work environment. Your employer must ensure that you are not subjected to anti-Muslim insults, harassment or unwelcome and excessive proselytizing.
Complain about discrimination without fear of retaliation. Federal law guarantees your right to report an act of alleged employment discrimination. It is illegal for your employer to retaliate against you for your complaint.

If you believe you are facing discrimination at work:
Inform the offending party that you believe his/her actions are discriminatory. Report the discriminatory action in writing to company management. Begin documenting the discrimination by saving memos, keeping a detailed journal, noting the presence of witnesses and making written complaints. Make sure to keep copies of all materials. It is important to keep a "paper trail" of evidence. Ask to be transferred to another department or job site. Ask for mediation. DO NOT sign any documents or resign from your position without first consulting an attorney. Contact CAIR-Chicago & the Equal Employment Opportunity Commission (EEOC)
**Your Rights as an Airline Passenger:**

You are entitled to courteous and non-stigmatizing treatment by airline and security personnel. It is illegal for law enforcement officials to perform any stops, searches, detentions, or removals based solely on your race, religion, national origin, sex, or ethnicity.

If you believe you have been treated in a discriminatory manner, you should:
- Ask for the names and ID number of all persons involved in the incident. Be sure to write down this information.
- Ask to speak to a supervisor.
- Politely ask if you have been singled out because of your name, looks, dress, race, ethnicity, faith, or national origin.
- Politely ask witnesses to give you their names and contact information.
- Write a statement of facts immediately after the incident. Include the flight number, flight date and the name of the airline.

It is important to note the following:
- A customs agent has the right to stop, detain and search every person and item.
- Screeners have the authority to conduct a further search of you or your bags.
- A pilot has the right to refuse to fly a passenger if he or she believes the passenger is a threat to the safety of the flight. The pilot’s decision must be reasonable and based on observations, not stereotypes.

**No-Fly List and Selectee List**

Individuals experiencing difficulties during travel at airports, train stations or U.S. borders may be on either the no-fly or selectee list.

It is very difficult to determine if you are on one of these lists:
- You may be on the **selectee list** if you are unable to use the internet or the airport kiosks for automated check-in and instead have to check in at the ticketing counter. You should eventually be permitted to fly.
- The **no-fly list**, on the other hand, prohibits individuals from flying at all. If you are able to board an airplane, regardless of the amount of questioning or screening, then you are not on the no-fly list.

If you are constantly subjected to advanced screening or are prevented from boarding your flight, you should **file a complaint with DHS TRIP** at www.dhs.gov/trip. Most people who file with DHS TRIP are not actually on a watch list and that service can resolve most problems.

Please remember:
- You have the RIGHT to an Attorney. Don’t deal with these issues alone.
- Be Polite: Treat everyone with Dignity & Respect (because that’s how you want to be treated).
- Document EVERYTHING.
- Please feel free to contact CAIR-Chicago with any questions or for legal assistance at 312.212.1520.
# Non Profit Agencies Providing Free or Low-Cost Assistance with Immigration Matters

**Key:**
- **X=** Takes new cases of this type
- **O =** Takes new cases of this type only in certain circumstances
- **A =** Attorney(s) on staff
- **R =** Recognized by the US Department of Justice

### CHICAGO

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<td>(773) 282-8445</td>
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<td>(312) 791-0418</td>
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| Highland Park-Highwood Legal Aid Clinic\(^R\)                     | X                                                                |
| (847) 926-1867                                                    | X                                                                |
|                                                                  | X                                                                |
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<td>Catholic Charities(^R) (312) 427-7078 (intake is through Chicago Office)</td>
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<td>Hanul Family Alliance (Mount Prospect)(^R) (847) 439-5195</td>
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<td>Catholic Charities Diocese of Rockford(^R) (815) 399-1709</td>
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<tr>
<td>Justice for Our Neighbors (Rockford)(^A) (773) 609-4401</td>
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<td>Rock Valley College(^R) (815) 921-2274</td>
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<td>Mano a Mano Family Resource Center (^R) (847) 201-1521</td>
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<tr>
<td>Father Gary Graf Center(^R) (847) 775-0858</td>
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<td>Hispanic American Community Education &amp; Services, Inc. (HACES)(^R) (847) 244-0300</td>
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<td>RefugeeOne(^R) (847) 244-4342</td>
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<td>Waivers of Inadmissibility (I-212, I-601)</td>
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<td>Deportation Defense</td>
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### WHEATON

| World Relief<sup>RA</sup> <br> (630) 462-7566 | X | X | X | X | O | X | X | X | X |

### ZION

| Mano a Mano Family Resource Center<sup>R</sup> <br> (847) 201-1521 | X | X | X | X | X | X |