



BOUSQUET HOLSTEIN PLLC

# Alert

## Immigration Practice Group

### The Format of an Expert Letter

Syracuse, New York

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In last month's alert, we discussed a popular question amongst many employer-sponsors, namely how many expert letters should be submitted to support a petition. Here is the link to that alert:

<http://bhlawpllc.com/publication/expert-letters-how-many-letters-are-enough-for-an-o-1-petition/>

In this alert, we are addressing the format of how these letters should be written. The government gives some insights in the regulations about this question. The regulations state, "testimonials must be in a form which clearly indicates the author's authority, expertise, and knowledge of the alien's achievement." 8 CFR 214.2 (o)(3)(iv)(B)(5).

Breaking down the above quote from the regulations, we recommend that expert letters follow the following format:

1. The letter should start with the expert introducing him or herself, describing the expert's credentials and what makes the writer an expert in the field;
2. Next, the expert should explain how the expert knows the beneficiary or the beneficiary's professional background;
3. Finally, the letter should set forth specific and detailed information of which the expert has first-hand information that describes the beneficiary's specific accomplishments in the field.

Keeping to this format will make it easier for experts to draft and prepare their expert opinions on the beneficiary's accomplishments. It also provides the government a clear roadmap of the purpose of the expert's letter. Working with a professional law firm that is experienced in immigration will help make the process of ensuring that expert letters are written in a clear and concise format smoother.

**SPECIAL NOTE:** We now offer a *free 30-minute webinar* on the first Wednesday of each month at 12:00 noon EST discussing visa options for dancers and other work industries. There will be an opportunity to ask us questions at the end of our presentation. **Please register for our next webinar which is scheduled for February 6, 2019** at the following link:

<http://bhlawpllc.com/immigration-webinars/> We look forward to hearing from you!

### Bousquet Holstein Immigration Practice Group

Our experienced immigration team provides comprehensive services to address our clients' needs regarding immigration benefits and compliance matters. We provide legal guidance and services to businesses, investors, developers, educational institutions, hospitals, individuals and families on a wide range of immigration law issues. We work closely with our clients' in-house counsel and human resources professionals to create comprehensive immigration strategies and conduct immigration compliance training. If we can provide you with additional insight and information regarding your immigration matters, please contact:



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