

[USCIS Mailing Address]

[Mailing Date]

## RE: I-90 Application to Replace Permanent Resident Card First Name LAST NAME (A#000 000 000)

Dear USCIS Officer,

I represent First Name LAST NAME (G-28 attached) in [their] application to renew [their] Permanent Resident Card (I-90). Enclosed please find the following:

- Money order for \$540
- Completed form I-90
- Support documents for I-90
  - o Copy of current resident card (Front and back)

If you have questions, please contact me at [email] or [office phone number]. Thank you for your time and attention to this matter.

Sincerely,

[Name of DOJ Rep] DOJ Accredited Representative IC Site