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# Renew or Replace Green Card

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Submitted by Chief Editor on Jun 16th 2011

### Overview

A permanent resident card or green card (USCIS Form I-551) is proof of your permanent resident status in the United States. It also serves as a valid identification document and proof that you are eligible to live and work in the United States. Although some, green cards contain no expiration date, most are valid for 10 years. If you have been granted conditional permanent resident status, the card is valid for 2 years.

It is important to keep your card up-to-date. Without a valid card, it may be difficult for you to prove that you are a permanent resident, and this could also affect your ability to travel or to prove your eligibility to work in the United States.

#### **When do I need to renew my Permanent Resident Card?**

You should renew your green card if you were issued a card valid for 10 years that has either expired or will expire within the next 6 months.

If your Green card is valid for only 2 years, you are a conditional resident. You will need to file a petition to remove the conditions of your residence before the card expires. You may file this petition **90 days** before your conditional green card expires. If your petition is approved, you will be sent a new Green card valid for 10 years. You do not need to file Form I-90. This is discussed below.

If your card does not have any expiration date on the front, then you have a very old version. Most old versions are no longer valid. Even if your card does not have an expiration date on it, we recommend you apply to renew it.

#### **When do I need to replace my Permanent Resident Card?**

Apply to replace your Green card if any information on your card needs to be changed, or if your card has been lost, stolen, or damaged.

Also, if you became a permanent resident before you turned 14 years old, you are required to replace your card when you become 14 years old.

### **What application do I file to replace or renew my Permanent Resident Card?**

To apply to renew or replace your card, use **Form I-90**, Application to Replace Green card. The Form I-90 is available on [www.uscis.gov](http://www.uscis.gov) [2].

### **How do I file the I-90 to renew or replace my Permanent Resident Card?**

Please refer to the USCIS website under Immigration Forms, I-90, for specific filing instructions, and then complete the form. You can also e-file your I-90 on USCIS website at [www.uscis.gov](http://www.uscis.gov) [2].

### **How do I remove conditions on my 2-year conditional Permanent Resident Card?**

Do not use Form I-90 if you are a conditional resident and your status is expiring. If you are a permanent resident who was granted conditional permanent resident status, you are required to file a petition to remove those conditions within 90 days of your card expiring.

If your conditional status was based on a marriage, file **Form I-751**, Petition to Remove Conditions on Residence.

If your conditional status was based on being an investor or entrepreneur, file **Form I-829**, Petition by Entrepreneur to Remove Conditions on Permanent Resident Status.

If you do not file the petition to remove the conditions before your card expires, you may lose your permanent resident status. Form I-751 and Form I-829 are available on USCIS website at [www.uscis.gov](http://www.uscis.gov) [3]. Instructions for the forms will give you more details. For additional questions, please contact USCIS Customer Service at **1-800- 375-5283**.

## **I-90, Application to Replace Permanent Resident Card**

- [Download Form I-90](#) [4] (656KB PDF)
- [Download Instructions for Form I-90](#) [5] (709KB PDF)
- [Download Form G-1145, E-Notification of Application/Petition Acceptance](#) [6] (1KB PDF)

### **Purpose of Form :**

Use this form to replace a "Green Card." (You may also **file this form online** [7].) Please note: You should **not** submit this form if you are a conditional resident and your status is expiring. You must use Form I-751 if you became a conditional resident through marriage to a U.S. citizen or permanent resident. You must use Form I-829 if you became a conditional resident based on a financial investment in a U.S. business.

### **Number of Pages :**

Form 5; Instructions 8.

### **Edition Date :**

11/23/10. (08/10/09 edition also accepted.)

### **Where to File :**

All paper-based Form I-90 applications along with all supporting documentation must be filed at the USCIS Phoenix Lockbox facility. Important filing tips, as well as additional information on fees and customer service, are listed on [Lockbox Filing Tips](#) <sup>[8]</sup> webpage.

For U.S. Postal Service:

USCIS  
P.O. Box 21262  
Phoenix, AZ 85036

For USPS Express Mail and Courier deliveries:

USCIS  
Attention: I-90  
1820 E. Skyharbor, Circle S, Floor 1  
Suite 100  
Phoenix, AZ 85034

You may also choose to file electronically using the Internet. Please see "Instructions for Electronic Filing of Form I-90" in the Related Links section of this page.

E-Notification: If you want to receive an e-mail and/or text message that your Form I-90 has been accepted at a USCIS Lockbox facility, complete Form G-1145, E-Notification of Application/Petition Acceptance and clip it to the first page of your application. Form G-1145 can be downloaded through the link above.

#### **Filing Fee :**

\$365. (Add \$85 biometric fee for a total of \$450, where applicable. See the form instructions for payment details.)

#### **Special Instructions :**

You have the option of filing this paper form by mail at the Phoenix, Arizona, Lockbox facility (see address above), or you may file it electronically using the Internet. **Please check the [Electronic Filing section](#) <sup>[9]</sup> of the USCIS website to determine if you are eligible to file electronically, and for instructions on how to properly complete and submit the form.**

If you choose to file a paper version of the form, it is important to fill out the form completely and accurately and provide all required information, including a copy of your prior green card or other evidence of identity, and any supporting documentation with your application.

#### **Fees**

Make checks payable to U.S. Department of Homeland Security, do not use the initials "USDHS" or "DHS". Two exceptions apply:

- If you live in Guam, make your check or money order payable to the "Treasurer, Guam."
- If you live in the U.S. Virgin Islands, make your check or money order payable to the "Commissioner of Finance of the Virgin Islands."

After filing your application, USCIS will inform you in writing when to go to your local USCIS Application Support Center (ASC) for your biometrics appointment.

### Never Received or Missing Permanent Resident Cards

You must complete a Form I-90 if:

- USCIS mailed you a Green card more than 30 days ago and you have not received it; and
- Your Green card has been returned to USCIS by the Post Office as undeliverable; and
- You have not moved from the address you provided to USCIS during the application or immigrant visa process that led to the creation of the card not received, or
- Your Green card was issued with incorrect information because of a USCIS administrative error.

On the first page of the application, under Part 2, Application type, Number 2, Reason for Application, check:

- Box "b" which reads: "My authorized card was never received," or
- Box "d" which reads "My card was issued with incorrect information because of a USCIS administrative error."

<p><b>What documents should I send with my Form I-90?</b>  <b>If your biographic data has been legally changed:</b></p>	
<p><b>Changes to Submitted Applications</b></p> <p>If it is necessary to change any information on your submitted I-90 application, please bring evidence to support the change with you to your in-person appearance at your local ASC. Do not send written correspondence regarding changes.</p>	<p><b>Then Send</b></p> <p>A copy of your Form I-797, Notice of Action, that you received for your previously filed Form I-485, Form I-751, or Form I-90.</p>
<p><b>Withdrawing an Application</b></p> <p>To withdraw or cancel your submitted application, please submit a written request to:</p>	<p>Original Form I-551 card containing the incorrect information that supports the requested correction</p>

Nebraska Service Center  
 PO Box 87090  
 Lincoln, NE 68502-7090

No refunds or returns will be honored in the event of an application cancellation or withdrawal request.

## Instructions for Electronic Filing of Form I-90 (Renew or

# Replace a Green Card Online)

The E-Filing Process for renewing or replacing your green card has three steps:

1. Go to the [E-Filing log-in page](#) [10] and fill out form I-90 online. (After you file, you will be provided a checklist of required initial evidence and supporting documentation.)

2. Mail all required initial evidence and supporting documentation to:

Nebraska Service Center  
Attn: E-Filed I-90 Application  
PO Box 87090  
Lincoln, NE 68502-7090

(Processing will not begin until the required supporting documentation is received.)

3. You will receive an appointment notice to have your biometrics taken. (This may take several weeks.) When you go to your appointment, you **MUST** have:

- Your biometrics appointment notice.
- One of the following forms of photo identification:
  - Your passport or national photo identification issued by your country, *or*
  - Your driver's license, *or*
  - Your military photo identification, *or*
  - Your state-issued photo identification card.

## Eligibility

<b>You are eligible to e-File Form I-90 if you are a green card holder, and are filing...</b>	<b>You are NOT eligible to e-File Form I-90 if?</b>
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<p><b>Filing Fee</b> To replace a card that is expiring <b>within six months</b> or has already expired (not for removing conditions) The filing fees total \$450. (This includes the \$365 filing fee plus the \$85 biometric fee for a total of \$450.)</p> <p>To replace a lost, stolen or destroyed card</p> <p><b>Change of Address</b> To replace a card that is mutilated</p> <p>If you have e-Filed a form and need to update your address, please refer to the "Change of Address Information" webpage</p> <p><b>Change in Biographic Data</b> Because you have taken up commuter status</p> <p>If you are applying to replace a card because of a name change, you must bring the original court order, or a certified copy of a court order or marriage certificate reflecting the new name to your in-person appearance at the Application Support Center (ASC) because your card was issued with incorrect data due to an administrative error (USCIS Paper I-90 [12])</p> <p><b>Change to Submitted I-90 Application</b> Because you have an older edition of the card and must replace it with the current type</p> <p>If it is necessary to change any information on your submitted I-90 application, please bring evidence to support the change with you to your in-person appearance at the Application Support Center. Do not send written correspondence to the Nebraska Service Center.</p> <p><b>Temporary Evidence of Permanent Resident Status:</b></p>	<ul style="list-style-type: none"> <li>You want to remove the conditions on your green card (do not file an I-90 to remove conditions - see the ?Conditional Permanent Residence [11]? page for more on the USCIS website)</li> <li>You live outside of the United States, Guam, Puerto Rico, or the US Virgin Islands</li> <li>You are applying for a fee waiver</li> <li>You are filing because your card was never received (file a paper I-90 [12])</li> <li>If filing to renew your card within 30 days of turning 14 and your existing card will not expire before your 16th birthday (file a paper I-90 [12])</li> <li>If filing to renew your card within 30 days of turning 14 and your existing card will expire before your 16th birthday (file a paper I-90 [12])</li> </ul>
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- For Renewing Expiring or Expired Cards: At your scheduled appointment at the Application Support Center, your card will be extended to use as temporary evidence of your permanent resident status. USCIS will process your renewal application and, upon approval, mail you a new "Green Card" (officially known as the Green card, Form I-551) valid for 10 years.
- For Replacing Lost or Damaged Cards: After filing an I-90 application using application reason ?A. My authorized card was lost, stolen or destroyed,? make an INFOPASS appointment [14] and go to your local District or Sub-Office with jurisdiction over where you live with a copy of your Green card and your Confirmation Receipt notice or receipt issued by the USCIS (Form I-797) and your country's passport and you will be given temporary evidence of permanent residence (a stamp in your passport). If you do not have a copy of your Green card, please bring government-issued photo identification such as a passport, state-issued driver's license, state-issued identification card, or U.S.military-issued identification card.

**Withdrawing an Application**

To withdraw or cancel your submitted I-90 application, please submit a written request to:

Nebraska Service Center  
 Attn: E-Filed I-90 Application  
 PO Box 87090  
 Lincoln, NE 68502-7090

No refunds or returns will be honored in the event of an application cancellation or withdrawal request.

## Lockbox Filing Tips

### General Tips:

- Read and follow all form instructions for fees, filing location, and eligibility requirements.
- If hand writing your application, ensure all entries are neat and legible.
- When entering information on your application or petition, be sure to keep your information within the box or space provided.
- Use black or blue ink only. Do NOT use highlighters or red ink on your application as they may make your materials undetectable when scanned.
- Ensure that you are using the correct edition of the form. The correct, most current edition of every USCIS form is always available for FREE download on this website.
- Ensure that printed forms do not have the data fields grayed out. Information entered into grayed-out data fields will not be detected by the machine scanners.
- Ensure that you provide all required supporting documentation and evidence.
- Ensure that the supporting documents written in a language other than English are accompanied by an English translation.
- Be sure to sign your application.
- Be sure that you mail all pages of the application.
- If you must change your form, we recommend that you begin with a new form, rather than trying to white out information. USCIS scanners may see through the white correction tape or fluid and make your form incorrect, possibly leading to processing delays or rejection.

### Fees

- Checks must be made payable to U.S. Department of Homeland Security. Read the form instructions for additional details.
- We suggest that you use a separate check or money order for each application in the package and biometric fees. If a single check is submitted for multiple applications and one of the applications must be rejected, then all applications will be rejected. The Lockbox can not accept overpayment and make partial refunds.
- Note that the requirement for biometrics fees varies depending upon your age and the benefit for which you are applying. Ensure the biometric fees submitted are correct based upon age and benefit.

### Customer Service

- If your form is rejected and you don't understand USCIS's explanation or disagree with that determination, please write to [Lockboxsupport@dhs.gov](mailto:Lockboxsupport@dhs.gov) <sup>[15]</sup> before you re-file. Please include the form type, receipt number(s), and the applicant name and mailing address in your inquiries. Alien Numbers (A-numbers) NOT be included in email, as email is not a secure means of communication.
- [Lockboxsupport@dhs.gov](mailto:Lockboxsupport@dhs.gov) <sup>[16]</sup> can answer questions regarding applications and

petitions which are pending acceptance or rejection at the Lockbox, and those which have been rejected. Once your application has been accepted, the Lockbox has no information on the adjudication status. After your application or petition has been accepted by the Lockbox, if you have questions about the status of your pending application or petition, contact USCIS Customer Service at (800) 375-5283 or visit their website, [www.uscis.gov](http://www.uscis.gov) [2], and use the InfoPass system to make an appointment at your local USCIS office.

- Requests to withdraw an application or petition must be addressed to the office adjudicating your application or petition.
- Requests to send files to a different office must be made to the office holding your file. Call USCIS Customer Service at (800) 375-5283 to determine where your inquiry should be sent.
- The Lockbox does not process refunds. Information about refunds can be found by visiting the USCIS website and typing Refund Request in the Search box in the upper right hand corner of the homepage.

### **What Not to Send to a Lockbox Facility**

- Only applications with fees or fee waiver requests should be sent to any Lockbox.
- The following items are examples of items that should not be mailed to any Lockbox:
  1. The Lockbox does not accept additional evidence submitted in response to a Request for Evidence (RFE) or a Notice of Intent to Deny (NOID). Send all documents and information requested through a Request for Evidence (RFE) or Notice of Intent to Deny (NOID) to the office requesting the information.
  2. The Lockbox does not process changes of address. Please see the USCIS website for more information on change of address.

## **e-Request**

e-Request is a web-based tool that allows you to place an inquiry with USCIS for certain applications and petitions. *Currently you may make an inquiry on an N-400 or I-90 that is beyond posted processing times or on an I-90 where you did not receive an Application Support Center (ASC) appointment notice.*

- To place an inquiry, you will need your receipt number. If you do not have your receipt number contact the USCIS Customer Service at 1-800-375-5283 or 1-800-767-1833 (TTY).
- If you have previously initiated a service request, please wait 30 days to receive a response before notifying USCIS again.

Please visit the [e-request web based tool](#) [17] for more information.

### **Green Card:**

[Family-Based Green Cards](#) [18]

[Loss of green card](#) [19]

[General Green Card](#) [20]

### **Immigration Law :**



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**Links:**

- [1] <https://immigration.com/renew-or-replace-green-card>
- [2] <http://www.uscis.gov/>
- [3] <http://www.uscis>
- [4] <http://www.uscis.gov/files/form/i-90.pdf>
- [5] <http://www.uscis.gov/files/form/i-90instr.pdf>
- [6] <http://www.uscis.gov/files/form/g-1145.pdf>
- [7] <http://www.uscis.gov/portal/site/uscis/menuitem.5af9bb95919f35e66f614176543f6d1a/?vgnextoid=54c2fed8172cd01>
- [8] <http://www.uscis.gov/lockboxtips>
- [9] <http://www.uscis.gov/e-filing>
- [10] <https://efiling.uscis.dhs.gov/efile/>
- [11] <http://www.uscis.gov/portal/site/uscis/menuitem.eb1d4c2a3e5b9ac89243c6a7543f6d1a/?vgnextoid=4ca43a4107083>
- [12] <http://www.uscis.gov/i-90>
- [13] <http://www.uscis.gov/addresschange>
- [14] <http://infopass.uscis.gov/>
- [15] <mailto:Lockboxsupport@dhs.gov>
- [16] <mailto:communication.Lockboxsupport@dhs.gov>
- [17] <https://egov.uscis.gov/e-request/Intro.do;jsessionid=acbrjbAlxFwWYg-xsmJbt>
- [18] <https://immigration.com/greencard/green-card/family-based-green-cards>
- [19] <https://immigration.com/greencard/green-card/loss-green-card>
- [20] <https://immigration.com/greencard/green-card/general-green-card>
- [21] <https://immigration.com/law/immigration-law/forms>