

[Your Name/Attorney Name]
[Law Firm Name, if applicable]
[Street Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]
[Bar Number, if applicable]

[Date]

U.S. Department of Justice
Executive Office for Immigration Review
Immigration Court
[Court Address]
[City, State, Zip Code]

RE: Notice of Entry of Appearance as Attorney or Representative

Respondent: [Respondent's Full Name]

A-Number: [A-XXXXXXXX]

Hearing Date: [Date of Next Hearing]

To the Honorable Immigration Judge:

Please enter my appearance as the attorney/representative of record for the above-named Respondent in all proceedings before this Immigration Court.

Enclosed please find the completed Form EOIR-28 (Notice of Entry of Appearance as Attorney or Representative Before the Immigration Court).

I certify that a copy of this notice and the accompanying Form EOIR-28 were served upon the Office of the Chief Counsel for the Department of Homeland Security (DHS) at the following address: [DHS Office Address].

Respectfully submitted,

[Signature]
[Typed Name]