



# Reporting a Change of Address to the Immigration Court

This fact sheet talks about reporting your change of address to immigration court. What form to use, how to submit it, and what documents you need. It also talks about what happens if you don't file your change of address.

## Do I have to let the immigration court know when I change my address?

If you aren't a U.S. citizen and you are in removal proceedings in immigration court, you need to tell the Executive Office for Immigration Review (EOIR) where you are living. You have to tell them within 5 working days every time you move or change your address. You also have to tell them about your address change if you get a form with the incorrect contact information. For example: you get a Notice to Appear form but your address on it is wrong.

You tell them about your address change using Form **EOIR-33**.

The immigration court **only** makes changes to your contact information in EOIR's records when you send this form. They won't change your contact information based on other information or conversations with the court.

You need to fill out a separate copy of this form for each person who has a case pending in immigration court and whose address changed.



If you are not a U.S. Citizen but don't have a case in immigration court, you also need to report your change of address. But you need to report it to the U.S. Citizenship and Immigration Services (USCIS) not the court. This is done in a different way. See our fact sheet [Reporting a Change of Address to USCIS](#).

## How do I report a change of address to the immigration court?

There are a few ways to change your address with the immigration court. They all use the same EOIR-33 form. You can change your address **online**, you can **mail** in the form, or you can deliver the form to the court in person.

**If you are in immigration court with a judge**, use EOIR-33/IC to update your address with the court.

**If you are appealing your immigration court case**, send Form EOIR-33/BIA to the Board of Immigration Appeals. You can get EOIR-33/BIA at the form link below. The instructions in this fact sheet are for sending Form EOIR-33/IC to the immigration court.

**Important:** Any time you change your address with the immigration court, you must also let the Department of Homeland Security (DHS) lawyers know. See section below “How to Let DHS Know About Your Change of Address.”

## **Documents or Information You Need to Fill out Form EOIR-33**

- 1- Old address, telephone number and Email address
- 2- New address, telephone number and Email address
- 3- Alien Number – this is on all your immigration documents. It is the letter A with 7-9 numbers after it.
- 4- Your Immigration Court Location (Probably Fort-Snellings)



## **Changing your Address Online**

To file online go to <https://respondentaccess.eoir.justice.gov/en/forms> and choose your language in the top right corner. Choose the form that applies to you: EOIR-33/IC for immigration court or EOIR-33/BIA for appeals. Fill out the information on each screen. When you are done, hit submit and it goes electronically to the immigration court. You don't need an account to fill it out online. You can also use the links below to file EOIR-33/IC online in 3 languages.

**English:** [Change of Address Form \(EOIR-33/IC\)](#)

**Spanish:** [Formulario de cambio de domicilio \(EOIR-33/IC\)](#)

**Haitian-Creole:** [Fòmilè Chanjman Adrès \(EOIR-33/IC\)](#)

## **Changing your address by Mail**

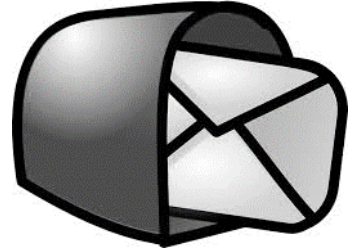
If you want to mail the form to the Immigration Court, you can:

- print it out and then fill it in by hand, or
- fill it in on the computer and print it out

Make an extra copy of the form to send to the DHS lawyers.

The English and Spanish have printable PDFs to fill out. Go to <https://www.justice.gov/eoir/eoir-forms>. Click the down arrow next the EOIR 33/1C- Change of Address/Contact Form Immigration Court. You can also use the links below. Print it double sided if you can, because it has the court address printed on it already. If you can't print 2-sided, print the 2 pages and make sure they are stapled well when you fold and mail.

After it is filled in and printed, fold the page at the dotted lines marked "Fold Here." Make sure you can see the address section after you fold the page. After folding, staple, or tape the folded form along the open end marked "Fasten Here." Put a postage stamp in the area marked "Place Stamp Here." Write your new address in the area marked "PUT YOUR ADDRESS HERE" and mail the form to the Court.



You can also put it in an envelope and write the address on the envelope.

Mail-in forms are only in English and Spanish.

English EOIR-33: [Change of Address/Contact Information Form](#)

Spanish EOIR-33: [Formulario para Cambio de Dirección/Información de Contacto](#)

### **Changing your address In Person**

If you need to update your address right away, take your completed form to the Fort Snelling Immigration Court. Hand the form in personally at the Immigration Court desk window.

#### **Immigration court address:**

Fort Snelling Immigration Court  
Bishop Henry Whipple Federal Building  
1 Federal Drive, Suite 1850  
Fort Snelling, MN 55111

### **How to Let DHS Know About Your Change of Address**

You need to give DHS a copy of Form EOIR-33 either online, by mail, or in person. You don't have to do it the same way you did it for court. For example, you can do the change of address for the court online and mail a copy to DHS.

#### **Online:**

Send a copy of Form EOIR-33 through the DHS eService portal online. First, you must register at <https://eserviceregistration.ice.gov> for an account. Then follow the steps to send them your change of address form.

**By mail or in person:**

You can send a copy of Form EOIR-33 by mail to the address below. Make sure you put the form in an envelope and write out the DHS lawyer's address. Don't send 2 copies of the form to the Immigration Court.

**DHS Lawyer address:**

Office of the Principal Legal Advisor, Minneapolis-St. Paul  
1 Federal Drive, Suite 1800  
Fort Snelling, MN 55111

If you want to give them the form in person, the DHS lawyer's office is in the same building as the immigration court. Go to the address above and put the copy of Form EOIR-33 in the mail slot for OPLA (Office of the Principal Legal Advisor). It gets delivered to the DHS lawyers.

**What if I don't report an address change?**

If you have an immigration court case, by law you have to submit form EOIR-33 to update your address within 5 days of moving.

If a notice of a hearing before an immigration judge is sent to your address and you don't go, DHS could put you into custody or detention.

Also, you could miss important notices about hearings in your case if they don't have your new address. The immigration court could still have your hearing without you and order you deported. If you are ordered deported because you didn't go to your hearing, these things could happen:

- any applications you submitted could be canceled
- you may not be able to get certain benefits in the future, and
- you could be ordered to stay outside the U.S. for 5 or 10 years (this depends on the kind of deportation case you have).



**Fact Sheets are legal information NOT legal advice. See a lawyer for advice.**

*Don't use this fact sheet if it is more than 1 year old. Ask us for updates, a fact sheet list, or alternate formats.*

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