

SAFETY PLANNING

Preparing for Possible ICE Detention

IMMIGRATION BOND HEARING PACKET

Recommended documents to gather and store in advance

WHY THESE DOCUMENTS ARE IMPORTANT

If you are detained by immigration authorities, your support system may have limited time and access to gather documents. The documents listed below are recommended to collect and store in advance so that your family or community members are not trying to gather them while you are detained.

Preparing these materials ahead of time can help present a stronger request for release at a bond hearing.

IMPORTANT: THE BURDEN OF PROOF

At a bond hearing, you have the burden of proof.

This means it is your responsibility to show the judge, using written evidence, that:

- You are not a danger to the community, and
- You are not a flight risk and will attend future court hearings

Judges generally rely on documents, not verbal statements alone. Having the recommended documents prepared in advance allows your support system to submit evidence quickly if a bond hearing is scheduled.

PERSONAL & IMMIGRATION INFORMATION

(Recommended to complete and store copies in advance)

- ☐ Full legal name
- ☐ A-number (if known)
- ☐ Date of birth
- ☐ Country of birth



- ☐ Written summary of immigration history
- ☐ Copies of applications for relief (filed or planned)
- ☐ Criminal case records (if any), including:
 - Dismissals
 - Proof of completion of probation or sentence

FAMILY & COMMUNITY TIES

(Recommended to gather ahead of time)

- ☐ Birth certificates of U.S. citizen or lawful permanent resident family members
- ☐ Green cards or proof of lawful status for family members
- ☐ Proof of relationship (marriage certificate, custody documents, etc.)

EMPLOYMENT & FINANCIAL STABILITY

(Helpful to show stability and community connection)

- ☐ Recent pay stubs
- ☐ Employment verification letter
- ☐ Tax records (if available)

Employer contact:

Name: _____

Phone/email: _____

HOUSING & RESIDENCE

(Recommended to show where you will live if released)

- ☐ Lease or mortgage statement
- ☐ Letter confirming housing upon release
- ☐ Utility bills or rent receipts

Proposed residence address:



LETTERS OF SUPPORT

(Strongly recommended)

Letters are most helpful when they explain:

- How the writer knows you
- Why you can be trusted to attend court
- Why you are not a danger to the community
- Whether they can provide housing or support

Potential letter writers:

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

- ☐ Draft letters stored
- ☐ Signed letters stored

REHABILITATION & COMMUNITY INVOLVEMENT

(Especially helpful if there is any criminal history)

- ☐ Certificates or proof of completed programs
- ☐ Community service or volunteer records
- ☐ Treatment, counseling, or class completion records

TRANSLATION & COPIES

- ☐ Non-English documents translated into English
- ☐ Certificate of translation included
- ☐ Recommended: at least **three copies** of each document:
 - One for the judge
 - One for DHS/ICE
 - One for your records



STORAGE & ACCESS PLAN

(Recommended so others can act quickly if needed)

- ☐ Physical copies stored in a labeled folder or binder
- ☐ Digital copies stored securely (password-protected cloud or encrypted USB)

Trusted person with access:

Name: _____

Phone: _____

Location of documents:

- ☐ Emergency contacts written down and shared

FINAL REMINDER

You typically only have one opportunity to request bond. Preparing and storing recommended documents in advance can reduce stress on your loved ones and help present strong written evidence if a bond hearing occurs.