



YOUR LOVED ONE JUST GOT DETAINED BY ICE

WHAT DO YOU DO WITHIN THE FIRST 24 HOURS?



BE PREPARED START GETTING THESE READY NOW

Family And Community Support You Should Have Ready In Advance

- An advocate with lawful status (friend or family) that can communicate with ICE.
- Local 24/7 hotline numbers to report raids and receive community and legal support:
Santa Clara County: **(408) 290-1144**
San Francisco County: **(415) 200-1548**
San Mateo County: **203-NO-MIGRA(666-4471)**
Contra Costa County **(925) 900-5151**

Basic Information On The Detained Person

- **Full Legal Name**
- **Date of Birth**
- **8 or 9 digit Alien Registration Number (“A Number”) and immigration records, if any.**

Documents That Demonstrate Community Ties And Non-danger To The Community

Community Ties

- Birth certificates of USC children
- Medical records of USC children
- Marriage certificates to USC or LPRs
- Green card or naturalization certificate/ birth certificate of spouse
- Photographs with family and community
- U.S. medical records of sick family members
- U.S. military records of family members
- Tax forms
- Support letters from family with proof of lawful status

- Support letters from community establishing positive impact in the community (church, community organizations, etc.) with copy of author’s ID
- Receipts demonstrating length of presence in the U.S. (Pay stubs, cell-phone bills, rent receipts, immunizations and medical records, school records, etc.)

Non-Danger to the Community

- Criminal records
 - Police reports
 - Criminal Court disposition records
- Rehabilitative records
 - DUI or drug classes
 - Community service
 - Therapy records

TIPS

- Do not submit any documents stating the place of birth of the detained person. Do not submit their “matriculas,” passports, or birth certificates.
- People with prior deportations orders will need to claim fear of returning to their country in order to go before a judge. Otherwise, they will be deported without a judge hearing, unless they apply for a stay of deportation.
- Keep fighting with your loved one’s immigration attorney through the remainder of the court process. Contact your Congressional representative and ask for a support letter for your loved one.

INFO TO GET FROM ICE

- Your Loved One’s Place of Detention
- Whether they were given a bond, and if so, how much
- Their Enforcement and Removal Operations (ERO) Case officer’s complete name, and his/her phone number, email, and fax.

1. Find your loved one on ICE’s detainee locator website: locator.ice.gov

It usually takes a day or two for your loved one’s name to show up in the system. You can search by A-number and country of birth. If no A-number, search by biographical information, including name and date of birth.

2. If not in the system, call SF ICE ERO Field Office, 415-365-8800 or email Field Office Director at SanFrancisco.Outreach@ice.dhs.gov

Tell them you are a family/ friend calling about the status and whereabouts of your loved one. Ask the questions above (in the box “info you want to get from ICE”). Do NOT share any information about your loved one’s place of birth or criminal history. If they don’t pick up, keep calling and try different officer’s direct lines.

3. If you get no response, visit the SF ICE ERO Field Office at 630 Sansome Street, San Francisco, 6th floor and look for door 635 labeled “Enforcement and Removal Operations (ERO).”

Knock and tell them you are a family/ friend inquiring about the status and whereabouts of your loved one. This is a secured facility so make sure it’s someone with legal status who can go in. Ask the questions above (in the box “info to get from ICE”). Do NOT share any information about your loved one’s place of birth or criminal history.

4. Get legal consultation for your loved one.

Contact a trusted immigration attorney. To inquire about non-profit attorneys near you, call the hotlines above. Have as many of the documents from the document table above as you can.

5. Submit a Custody Redetermination/Release request with ICE.

If you cannot afford an attorney, and cannot get a free one, you can still advocate for your loved one’s release. Have someone with lawful status visit the detention center and get a Third Party Waiver signed in order to talk to ICE on their behalf. Download form from here: <https://www.ice.gov/doclib/news/library/forms/pdf/60-001.pdf>

• Call ICE ERO Case Officer and submit Third Party Waiver. Ask why your loved one is being detained, if s/he has a court hearing, and if s/he is bond eligible.

• Ask to submit a Custody Redetermination Request with the ERO Case Officer and what proof in particular they would need to see in order to consider releasing your loved one on their own recognizance, a \$1,500 bond, or through an alternative to detention program.

• Submit a Custody Redetermination Request along with information you have ready from the table above.

• If the officer is uncooperative, please ask to speak to a supervisor and contact Rosa A. Mengesha, the Community Relations Officer 415-844-5866.

6. Attend immigration court bond hearing.

To learn your loved one’s next immigration court hearing date, please call the Immigration Court Automated Hotline at 1 (800) 898-7180. You will need your loved one’s A #. Note that bond hearings do not appear on this hotline. To learn of your loved one’s next bond hearing date, please call (415) 705-1855 and press 0 to speak to the Immigration Court Clerk. You will need the A#.

• Once you have the court hearing information, attend the first court date of your loved one Immigration court hearings where detained people are held at: 630 Sansome Street, Floor 4, San Francisco, CA 94104.

• If your loved one has a bond hearing with the immigration judge, attend the hearing with family and community and submit support letters, pictures, and documents to the judge. See the table above. People without legal status can enter with a passport, but please check with an attorney before entering a detained court.

• If their bond is denied, then try again after 6 months where the Judge can have more discretion to release someone on bond.

