

Tab 1



New Jersey Alliance for Immigrant Justice
www.njaij.org

Your Family, Your Plan:

A Guide to Emergency Preparedness

If your loved one is at risk of being arrested by U.S. Immigration and Customs Enforcement (ICE), it's crucial to act promptly and methodically. Here's a checklist to guide you through the necessary steps, before and after an ICE arrest:

Plan Ahead, Before There's An Arrest

- ☐ **Gather your personal documents, store them in a safe place.**
 - Driver's License and/or Identification Card
 - Birth Certificate
 - Passport
 - Social Security/ITIN
 - Marriage License and/or Divorce Papers (if applicable)
 - Arrest and Conviction History Records (if applicable)
 - Income Tax Returns
 - Pay Stubs
 - Caregiver's Authorization Affidavit or Power of Attorney Letter
 - Letters of Support from Community Members
- ☐ **Identify emergency contacts and share them with your family.**
- ☐ **Know your "A-Number," share it with your emergency contacts.**
- ☐ **Choose an emergency caregiver for your children and family. Sign a "Caregiver Authorization Affidavit" or assign a "[Power of Attorney](#)."** Place your emergency caregiver on your children's school/daycare pick-up list.
- ☐ **Prepare a list of medications for your designated caregiver.** Include the medication name(s), dosage(s), schedule(s), and any specific instructions(s).
- ☐ **Know-Your-Rights if you encounter ICE, at home, while on the road, at work, or out on the street.**

Know What To Do Once There's An Arrest

☐ **Know your loved one's A-Number.**

Find out your loved one's "A" or "Alien" number.

9-digit # : _____ - _____ - _____

☐ **Locate them.**

Visit the [ICE Detainee Locator](#) to search for them using their A-Number or biographical information.

Detention Center: _____

☐ **Find out if a bond has been granted.** Contact your local ICE office at (973) 645-3666 to find out.

☐ **Stay connected. Learn the detention facilities' visitation rules.**

- Elizabeth Detention Center [Visitation Rules](#)
- Moshannon Valley Processing Center [Visitation Rules](#)

☐ **Find out if they have a case scheduled in immigration court.**

Call 1-800-898-7180 or visit the *EOIR Automated Case Information* website at <https://acis.eoir.justice.gov/en/> and input their A-number to see if they have any upcoming court dates.

☐ **Collect their personal records.**

- Driver's License and/or Identification Card
- Birth Certificate
- Passport
- Social Security/ITIN
- Marriage License and/or Divorce Papers (if applicable)
- Arrest and Conviction History Records (if applicable)
- Income Tax Returns
- Pay Stubs
- Caregiver's Authorization Affidavit or Power of Attorney Form
- Letters of Support from Community Members

☐ **Call an immigration attorney.**

Visit the National Immigrant Advocates Network Legal Service Directory to find legal help near you: <https://www.immigrationadvocates.org/legaldirectory/>.