

The Miami Immigration Court is located at:

**One River View Square  
333 South Miami Ave  
Suite 700  
Miami, Florida 33130**

Our phone number is:

**(305) 789-4221**

Hours of Operation

**8:00 AM – 4:30 PM**

If there is bad weather, call (305) 789-4221 before your hearing to find out whether the court will be open.

## **GENERAL INFORMATION**

### **Do you have a question about the Miami Immigration Court?**

Learn more at [www.justice.gov/eoir](http://www.justice.gov/eoir).  
Click on "Find an Immigration Court,"  
then on "Miami."

### **Do you have a question about court closures or delayed openings?**

Please call (305) 789-4221 or log onto our  
website at [www.justice.gov/eoir](http://www.justice.gov/eoir).

### **Do you have a question about your case?**

Please call (800) 898-7180 for information!

## **INFORMATION ABOUT FORMS AND WORK AUTHORIZATION**

To obtain immigration forms, please visit the  
following websites:

**[www.uscis.gov](http://www.uscis.gov)**, Click on "Forms"

**[www.justice.gov](http://www.justice.gov)**, Click on "Forms"

You can also call USCIS National Customer  
Service Center at (800) 375-5283 to have  
forms sent to you by mail.

You can obtain Cancellation of Removal  
Forms EOIR- 42A & 42B and Change of  
Venue Address Form EOIR-33 from the  
filing window located on the 7th Floor.

To *file* forms with the Miami Immigration  
Court, please visit the filing window located  
on the 7th Floor, Suite 700.

## **IMPORTANT INFORMATION**

### **What if I cannot remember the date and/or time of my hearing?**

Please call 1-800-898-7180. This is an automated system in English and Spanish that allows you to obtain information about your case.

### **What documents should I bring to my hearing?**

You should bring the notice to appear and the notice of hearing, if separate. If you have any ~~family members who have received such~~ documents, you should bring copies of those documents also. At your initial hearing, the Judge will advise you of which papers would be beneficial in your case and ask you to bring copies to your next hearing.

### **May I bring my children to Court with me?**

If your children have been given a notice to appear in their own names, they must be brought to court for the first hearing. If your children have not been given a notice to

appear, it is not recommended that you bring them to Court.

### **What if I don't have a lawyer?**

You must come to the hearing anyway. You should have received a List of Free Legal Service Providers. If you did not receive it or lost this list, the Judge will provide you with another copy. This list contains information on organizations willing to represent individuals in Immigration Court at little or no charge. ~~Persons appearing in Immigration Court may~~ be represented at no expense to the government. This means that you have the right to be represented, but not to have any attorney appointed. You must obtain representation on your own or with the assistance of family or friends. You may elect to proceed without a lawyer if you choose to do so. However, the Department of Homeland Security will have an attorney represent them.

## **IMPORTANT INFORMATION**

### **What will happen at my hearing?**

Whether you proceed with or without a lawyer, the Judge will advise you of your rights and the charges against you. The Judge will advise you that you will have a reasonable opportunity to examine and object to the evidence against you, to allow you to present evidence on your own behalf, and to cross examine witnesses presented by the government. If you are in the United States illegally, the Judge will advise you of any applications you make to remain here.

### **What will happen if I do not come to my hearing?**

You will be ordered removed and deported in your absence if you do not appear when you had notice of the hearing and the Department of Homeland Security can prove the charges against you. You can request that the Judge reopen your case by filing a motion to reopen. The motion to reopen must state in detail the

reasons for your failure to appear and can be supported with documents. You must submit with the motion evidence that you paid the proper fee for the motion, or a request that the fee be waived. If you received notice of your hearing, a motion to reopen must be filed within 180 days after the date of the removal order and must demonstrate exceptional circumstance that caused your failure to appear. Exceptional circumstances are circumstances beyond your control, such as your own serious illness or the death of an immediate relative. If you did not receive proper notice of the hearing or were in federal or state custody, a motion to reopen can be filed at any time.

### **I don't speak/understand English. Will there be an interpreter to translate?**

Yes, the Court will arrange for an interpreter for your hearing in your best language.

## **IMPORTANT INFORMATION**

### **What should I expect when I arrive at the Court building?**

Please arrive thirty minutes prior to your scheduled hearing time. All persons entering the Court must pass through a metal detector. All packages, briefcases, purses, etc. will be x-rayed and searched as necessary. No camera or video equipment is allowed in the building. Cellular telephones and beepers must be turned off before you enter the courtroom. The building is a smoke-free facility.

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### **What do I do when I arrive at my courtroom?**

If you are here for one of your first hearings, which are called “master calendar” hearings, there will be many other people in the courtroom who are also scheduled for a hearing. Check in with the clerk, who is seated next to the Judge. Show the clerk your Notice to Appear (NTA) or give the clerk your alien

number. Then have a seat until your case is called. If you are there for your “individual” hearing, wait inside the courtroom until the Judge comes in and calls your case. You will be the only person scheduled for a hearing at that time.

### **How do I notify the Court if I change my address or move out of state?**

You must notify the Court of any change of address while your case is pending. The form used to notify the Court of any change of address, Form EOIR-33, can be obtained from the Immigration Court.

### **Can I have my case transferred to another Court if I move out of state?**

If you move out of state, you may request a “Change of Venue” (transfer your case to another Court) from the Immigration Judge in Miami. However, until the Immigration Judge grants your request, you are required to appear at all scheduled hearings before the Court.

## **IMPORTANT INFORMATION**

### **Will my immigration case cost me money?**

Most applications in Immigration Court require a fee, with the exception of asylum. Under certain circumstances, **if you cannot afford the fee**, you can ask the Judge to waive the fee.

### **What if I leave the country while my case is pending?**

If your case is pending, you should ask your attorney or representative before leaving the country. Under certain circumstances, you may be able to get permission from the Department of Homeland Security that would allow you to depart the United States and return within a specified period of time. If you leave the country without permission while your case is pending, you are giving up your rights in your case.

### **How can I get work authorization?**

The Immigration Court does not issue or renew work authorizations. To get or renew work authorization, you must apply with the Department of Homeland Security. The telephone number for the Department of Homeland Security attorney's office is: (305) 400-6160.

### **What will happen at the conclusion of the hearing?**

The Judge will enter a decision in your case, which may be oral or written. If oral, it will be presented at the conclusion of your hearing. If written, it will be sent to you or your attorney in the mail. Either way, the decision will contain reasons for granting or denying any relief request. You will have the opportunity to appeal this decision if you so choose, and the Judge will explain to you how to do so.

This information is not intended, nor should it be construed in any way, as legal advice. The information does not extend or limit the jurisdiction of the Immigration Courts as established by law and regulation. Nothing in this packet shall limit the discretion of Immigration Judges to act in accordance with law and regulation.