Know Your Rights

A Guide for Immigrant Families in Pennsylvania



The information in this packet is provided for informational purposes only. With the possibility of changes in immigration law and policy, it's important to be ready! This is a guide to help you understand your rights, to prepare your family, and to help you find resources in Pennsylvania.

This information is not a substitute for professional legal advice. It is important to consult with a qualified immigration attorney to discuss the specifics of your case and obtain appropriate legal guidance.

This information is current as of this date: January 10, 2025











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Know Your Rights: Stay Safe and Ready!

KNOW YOUR RIGHTS: Protect Yourself and Your Family

As shifts in U.S. immigration policy take place, INFORMATION IS POWER! Do not wait—learn and prepare to ensure you and your family understand your rights and the legal protections available to you.

Your Rights in the U.S. – Regardless of Immigration Status:

- **Equal Protection:** You are entitled to fair treatment under the law and cannot be discriminated against based on immigration status.
- **Due Process:** You have the right to fair legal proceedings.
- **Right to Remain Silent:** You do not have to answer questions from immigration officials.
- **Right to Privacy:** Immigration officials cannot search your home or belongings without a valid warrant.

You have rights regardless of your immigration status

How to use a Know Your Rights Card

A "Know Your Rights" card is an essential tool for immigrants without legal status. Here's how it can protect you:

- Stay Silent: Hand the card to ICE officers to assert your right to remain silent.
- Request Legal Help: The card makes it clear you are asking for legal representation.
- Stay Calm: By using the card, you avoid saying anything that could be used against you.
- Carrying this card can help you stay prepared and ensure your rights are respected in a stressful situation.

Download and Print Your Know Your Rights Card

- Visit: <u>CLINIC Legal Resources</u>.
- Scan the QR Code on the right.
- Click the Image the picture to access the link.



IAM
EXERCISING
MY RIGHT
TO REMAIN
SILENT.

Please be informed that I am choosing to exercise my right to remain silent. I am also exercising my right to refuse to sign anything until my attorney reviews it. If I am detained, I request to contact my attorney immediately. My attorney's contact information is:

Name

Phone

I know that...

- 1 have rights. I have dignity. I am not alone.
- Anything I say can be used against me.
- 2 I have the right to speak to my attorney.
- 5 I have the right to remain silent in ANY situation.
- I have the right to refuse to sign anything before my attorney reviews it.
- I can show officials this
 card or say out loud that
 I am remaining silent.

Immigration Customs Enforcement (ICE)

What is ICE?

ICE is a federal law enforcement agency under the U.S. Department of Homeland Security (DHS). Its mission is to enforce immigration laws, protect national security, and investigate illegal activities related to immigration, trade, and customs.

What Does ICE Do?

- Enforces Immigration Laws:
 - Identify, arrests, and removes individuals who violate U.S. immigration laws.
- Manages Detention Centers:
 - Oversees facilities where immigrants may be held before deportation or legal proceedings.
- Conducts Enforcement Actions:
 - o Performs workplace raids and other actions to enforce immigration laws.

Key Points for Immigrants:

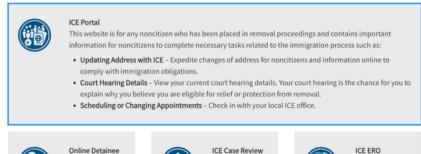
- Understand your rights during encounters with ICE.
- Be prepared with safety plans in case of detention.
- Seek legal advice if you are at risk of enforcement actions.

For more information visit the ICE portal website.

- Update Your Address
- Schedule or Change an Appointment
- Locate a Detained Person

Scan the QR Code or visit <u>www.ice.gov</u> for more information.

Resources









Process
Enables
noncitizens who



Who Might Be at Risk Under New Immigration Policies?

Under the new administration, immigration policies may prioritize enforcement against anyone without legal status, even those with no criminal record. This puts many immigrants at higher risk of deportation.

The Groups Potentially at Risk:

- People Without Lawful Immigration Status:
 - Those who overstayed a visa.
 - o Individuals who entered the U.S. by crossing a border or arriving by boat.
- People With Lawful Immigration Status Who Have Certain Criminal Convictions:
 - o Green card holders.
 - Asylees.
 - Holders of valid visas (student, work, etc.).
 - TPS recipients, U/T visa holders, DACA beneficiaries, and those on parole.
- People Present in the U.S. After Being Ordered Removed:
 - o Individuals with a final removal or deportation order.

What Can You Do?

- Schedule a legal consultation with an immigration attorney to find out if you qualify for an immigration benefit or relief.
- Scan the QR code below to search for a qualified immigration attorney at a non-profit organization or visit https://www.immigrationadvocates.org/legaldirectory.

Non-profit organization usually have a list of trusted immigration attorneys near you. Ask for a referral list if the non-profit attorneys are not able to take your case.





How can I avoid immigration fraud?

Seek immigration legal advice only from a licensed attorney or a DOJ-accredited representative. Verify recognized providers at www.justice.gov/eoir. Be cautious of fraudulent services and false promises.

Watch Out for False Promises:

- Quick or easy green card or employment authorization card offers
- Immediate work permit or visa guarantees
- Claims of no risks or consequences
- Special influence with immigration authorities

What Not to Do:

- Don't pay for government application forms—they are free at www.uscis.gov/forms
- Don't give original documents—provide copies instead
- Don't sign incomplete or blank forms
- Don't sign anything you don't fully understand

What to Do:

- Ask questions, even if the provider is recommended by someone you trust
- Ask for proof of a licensed or accredited recognition from your provider
- Choose providers with a physical location/office
- Get a written, signed service agreement and keep a copy
- Request copies of all prepared and signed documents
- Request a detailed receipt with the provider's name and address

To watch a video, scan the QR code or visit: https://www.youtube.com/watch?v=tb8gdPi7ofA



For more information on avoiding scams, getting the right legal help, and reporting notarios, visit <u>www.stopnotariofraud.org.</u>

You can make reports immigration fraud to:

- The Pennsylvania Attorney General's Office: 717-787-0822.
- The immigration court EOIR Fraud and Abuse Prevention Program: (703) 305-0470 or EOIR.Fraud.Program@usdoj.gov
- The Federal Trade Commission: https://reportfraud.ftc.gov/#

Prepare for increase in ICE enforcement efforts

• Know Your Rights:

- Learn Your Rights:
- You have the right to remain silent, refuse entry to your home without a warrant, and to request an attorney.

• Carry a "Know Your Rights" Card:

- Keep this card and the contact information of a trusted attorney readily available.
- Do not carry false documents or documents from your home country.

• Create a Safety Plan:

- Plan with Family:
 - Decide who will care for children and handle finances if someone is detained.
- Store Documents Securely:
 - Keep passports, birth certificates, and other critical documents in a safe, accessible location.

• Seek Legal Advice:

- Consult an Immigration Attorney
- Explore options to adjust your status or apply for protections.
- Private Attorneys: Call the American Immigration Lawyers Association at 1-800-954-0254 for referrals.
- Nonprofit Organizations:
 - www.immigrationlawhelp.org
 - <u>www.justice.gov/eoir/list-pro-bono-legal-service-providers-map</u>

• Build Your Community:

 Join faith-based or community organizations for support, resources, and a sense of belonging.

• Track Your Case Status:

- Check Your USCIS Case Status:
 - Visit https://egov.uscis.gov/ or use the QR code below.
 - Enter your Receipt Number (from your immigration forms).
 - Use your USCIS online account if you have one.
- Check Your EOIR (Immigration Court) Case Status:
 - Call 1-800-898-7180 or visit https://acis.eoir.justice.gov/en/.
 - Enter your Alien Registration Number (A#).

• Know Your Alien Registration Number (A#):

o If you have an A#, keep it accessible—it's crucial for tracking your case.

Being prepared can help protect you and your family if you are at risk for deportation. Take these important steps.

Expedited Removal: What You Need To Know

What is Expedited Removal?

 Expedited removal allows ICE or CBP to deport certain undocumented individuals without seeing an immigration judge. The only exception is if the person expresses fear of returning to their home country and passes a screening interview, which may allow them to seek asylum.

What Has Changed in 2025?

- Previously, expedited removal applied only within 100 miles of the border and within 14 days of arrival. Now, it can be used anywhere in the U.S. against any undocumented person who:
 - Did not enter with a visa or parole
 - Cannot prove they have been in the U.S. continuously for two years before the arrest

How Can You Prepare?

- Know Your Rights You have the right to remain silent, not open your door, and not answer questions from ICE or CBP.
- Carry Proof of U.S. Presence Keep copies of documents like mail with postmarks, leases, or school records showing you have lived in the U.S. for over two years.
- Avoid Carrying Foreign IDs Do not carry a foreign passport or other foreign documents, as they could be used against you.
- Keep Proof of Status If you have lawful status or a pending asylum case, carry copies of relevant documents.
- Express Your Fear of Return If detained, state loudly and clearly that you fear returning to your country.
- Ask for a Lawyer Do not sign any documents without first speaking to an immigration lawyer.



CBP

U.S. Customs and Border Protection

- You are most likely to interact with CBP on:
 - **Output** Public Transportation
 - Traffic Stops
 - Check points



ICE

Immigration Customs Enforcement

- You are most likely to interact with ICE at:
 - Home
 - Work

What to do if ICE comes to your home

• Stay Calm and Do Not Open the Door

- ICE can only enter with your permission, or a judicial warrant signed by a judge.
- Ask ICE to show their ID and warrant through a window or slip it under the door.
- ICE warrants alone do not allow entry.
- Say: "I do not give you permission to come inside. Please leave."

• If ICE Enters Your Home

- Stay Silent: You are not required to answer questions about your immigration status.
- Use a KYR Card: Hand officers your Know Your Rights card to assert your rights.
- Request a Lawyer: Do not sign anything or answer questions without legal advice.
- When safe, document your encounter with ICE
 - Officer names and badge numbers.
 - What happened.
 - Get witness contact details.

For a printable guide scan the QR code or visit

https://www.cliniclegal.org/resources/protecting-your-community/know-your-rights/know-your-rights-guide-your-rights-when









Judicial Search Warrants

A valid Judicial Search Warrant must:

- Be signed by a Judge within 14 days of law enforcement use.
- State the address of the home to be searched.
- Describe the area to be searched.

 If officers enter your home, without a

If officers enter your home, without a judicial warrant say:

"I do not consent to you searching my home."

A valid Judicial Arrest Warrant must:

- Be signed by a Judge.
- State the name of the person to be arrested.
- Describe the person to be arrested.

What to do:

The person listed on the judicial arrest warrant should go outside to avoid collateral detention of other family members or people in the house.

AO 93 (Rev. 11/13) Search and Seizure Warrant
UNITED STATES DISTRICT COURT for the Must be a Judicial Warrant
In the Matter of the Search of (Briefly describe the property to be searched) or identify the person by name and address)) Case No.
SEARCH AND SEIZURE WARRANT
To: Any authorized law enforcement officer
An application by a federal law enforcement officer or an attorney for the government requests the search of the following person or property located in the
Must have the correct address to be searched.
I find that the affidavit(s), or any recorded testimony, establish probable cause to search and seize the person or property described above, and that such search will reveal (identify the person or describe the property to be seized): Must describe the area to be
YOU ARE COMMANDED to execute this warrant on or before in the daytime 6:00 a.m. to 10:00 p.m. Unless delayed notice is authorized below, you must give a copy of the warrant and a receipt for the property taken to the person from whom, or from whose premises, the property was taken, or leave the copy and receipt at the place where the
The officer executing this warrant, or an officer present during the execution of the warrant, must prepare an inventory as required by law and promptly return this warrant and inventory to
Pursuant to 18 U.S.C. § 3103a(b), I find that immediate notification may have an adverse result listed in 18 U.S.C. § 2705 (except for delay of trial), and authorize the officer executing this warrant to delay notice to the person who, or whose property, will be searched or seized (check the appropriate box) Output Description De
Date and time issued: Judge's signature
City and state:
City and state: Printed name and title

An ICE warrant signed by an ICE agent does not give an officer the right to enter your home.

DEPARTMENT OF HOMELAND SEC	CURITY Warrant for Arrest of Alien			
	F11. 34			
	File No			
	Dute:			
Any immigration officer authorized p Immigration and Nationality Act and Regulations, to serve warrants of arre				
e determined that there is probable cause to novable from the United States. This deter				
the execution of a charging document to	o initiate removal proceedings against the subject;			
the pendency of ongoing removal proce	pedings against the subject;			
the failure to establish admissibility subsequent to deferred inspection;				
is removable under U.S. immigration law, statements made voluntarily by the sub reliable evidence that affirmatively indical notwithstanding such status is removable. ARE COMMANDED to arrest and take	neurselves or in addition to other reliable musigration status or notwithstanding such status and or ject to an immigration officer and/or other to the subject either lacks immigration status or under U.S. immigration law.			
S' -	(Signature of Authorized Immigration Officer) Printed Name and Title of Authorized Immigration Officer)			
Certificate of Service				
reby certify that the Warrant for Arrest of Alien was served by me at				
(Name of Alien)	, and the contents of this			
re read to him or her in the(La	language.			
	Immigration and Nationality Act and Regulations, to serve warrants of arrest determined that there is probable cause to couble from the United States. This determined the execution of a charging document to the execution of a charging document to the pendency of ongoing removal procedure the failure to establish admissibility subtraction of the subject's databases that affirmatively indicate, by thinformation, that the subject either lacks in its removable under U.S. immigration lands attachments made voluntarily by the subreliable evidence that affirmatively indicate notwithstanding such status is removable. ARE COMMANDED to arrest and take gration and Nationality Act, the above-nation of the subject of Alien certify that the Warrant for Arrest of Alien con			

From I-200 (Bars. 09/16)

Watch the video below starting at 7:14 to understand judicial warrants. Scan the QR code or visit: https://www.youtube.com/watch? v=UmHOpMjll5k.





What to Do if Stopped by ICE in a Public Area

- Stay Calm, Do Not Run or Resist
 - o Do not flee if approached by ICE or police officers.
- Ask If You Are Free to Leave
 - Say: "Am I free to go?"
 - o If the answer is yes, walk away calmly.
 - o If they say no, ask: "Am I under arrest?"
- Exercise Your Right to Remain Silent
 - Use your Know Your Rights (KYR) card to assert your silence rights.
 - You may need to state your name depending on state laws, but:
- Do not reveal your immigration status or birthplace.
- Do not carry or show false documents or foreign ID.
- Do not lie to law enforcement.
- Do Not Sign Any Papers
- If searched, say: "I DO NOT CONSENT TO THIS SEARCH."
- If detained, request a lawyer
 - You have the right to speak to a lawyer if detained.

If stopped in a public area, learn more by scanning the QR code, visiting <u>We Have Rights</u> or visit https://www.wehaverights.us/ or click on the video below.





What to do if you are stop by ICE in your car. —

• When Stopped:

- Safely pull over and turn off your vehicle.
- Place your hands on the steering wheel where officers can see them.

• Communicate Calmly:

- Ask: "Why was I stopped?"
- If you are the driver, provide your license, registration, and proof of insurance if available. Do not provide false documents or lie.

• Exercise Your Rights:

- Right to Remain Silent:
 - Clearly state: "I choose to remain silent," or hand over your Know Your Rights (KYR) card.
 - Do not show documents from your home country.

• Car Searches:

- o If officers try to search your car, say: "I do not consent to this search."
- In certain situations, officers can search without consent if they have probable cause.

• Passenger Rights:

- Passengers have the right to remain silent.
- You can refuse to provide identification by saying: "I do not consent to giving my documents."

If stopped in a public area, understand your rights by scanning the QR code or visiting this video: <u>Know Your Rights Video</u>. Key information starts at the 10-minute mark.

You can also visit https://www.youtube.com/watch?v=UmHOpMjll5k&t=605s to watch the video.

IN YOUR CAR:

- Different laws apply when you are in your car
- If you are the driver, provide your license, registration, proof of insurance
- Do not lie or provide false documents
- If officers search your car, say "I DO NOT CONSENT TO A SEARCH."
- · You have the right to remain silent





What to do if ICE enters your workplace?

- Stay Calm & Do Not Run
- ICE Entry Requirements:
 - ICE needs a judicial search warrant or consent from the employer to enter private areas of a business.
 - Designate someone to request and review the judicial search warrant.
 - Take a picture of the judicial search warrant to ensure it is valid.
- Emergency Safety Plan:
 - o Create an emergency plan with co-workers to prepare for potential raids.
 - Ensure everyone knows their rights and carries a Know Your Rights (KYR) card
- Your Rights and Responsibilities:
 - Do Not Carry False Documents or documents from your home country.
 - Do Not Interfere: Avoid actions that could lead to criminal charges for obstruction
- **Do Not Sign Anything:** ICE may pressure you to sign a voluntary departure order. Request legal representation before signing anything.
- Exercise Your Right to Remain Silent:
 - Show your KYR card to inform ICE you are remaining silent.
 - Do not disclose information about your immigration status, birthplace, or date of entry into the U.S.
 - You are not required to help ICE identify co-workers.
- Keep Key Phone Numbers Accessible:
 - Have contact numbers for your attorney, family, or consulate ready.
- If You Are Searched or Detained:
 - State: "I do not consent to this search."
- Stay calm, do not resist, and ask to contact your attorney, family, or consulate.
- To view the video starting at 1:37 visit https://vimeo.com/1040583101?share=copy.
- To download and print a copy of Know Your Right flyers scan the QR code below or visit: https://www.cliniclegal.org/resources/protecting-your-community/know-your-rights/know-your-rights-flyers or use the QR code on the right.





How to safely document an ICE encounter or a raid?

• Legal Ways to Document an ICE Arrest:

- Record videos and take photos: Capture important moments as evidence.
- Take Notes: Write down details immediately after the incident.
- o Gather Witness Information: Collect contact details from witnesses.
- Save Communications: Keep text messages, emails, and voicemails from ICE.
 - **Recording Tips:** Record only if it is safe to do so. If not, take notes when safe.
- Legal Right to Record: It is legal to record as long as you do not interfere.
 - Notify the Detainee: Inform the person being detained that you are recording; stop if they request it.
 - Focus on Key Details: Capture law enforcement badges, uniforms, vehicles, license plates, weapons, agent conversations, and any property damage or surveillance tools.
 - Verify Locations: Include landmarks, street signs, and buildings in recordings for reference.

• Protect Your Device:

- o ICE agents cannot legally seize your phone without a warrant.
- o If challenged, say, "I do not consent to you taking my phone."
- Secure your phone with a passcode lock instead of fingerprint, face recognition, or patterns.

• Best Practices During Violent Incidents:

- Remain calm and quiet so the recording clearly captures key events for legal use.
- To watch a video, scan the QR code below or visit https://www.wehaverights.us/
- To download and print a flyer, visit: https://www.cliniclegal.org/resources/protecting-your-community/know-your-rights/know-your-rights-flyers or use the QR code on the right.





Do you live in a border city?

Border Patrol agents (CBP) can question you within **100 miles of the border**. CBP officers are able to racially profile, stop, frisk, detain, interrogate, and arrest anyone without a warrant or reasonable suspicion.



Your Rights:

- Right to Remain Silent:
 - You may refuse to answer questions or request an attorney.

• Detention Rules:

- o Agents need reasonable suspicion based on specific facts to detain you.
- You can ask why you are being detained.

Searches:

- Searches of your belongings require either your consent or probable cause.
- Probable cause must be supported by evidence, not based solely on race, ethnicity, or silence.

Document Guidelines:

- U.S. citizens do not need to carry proof of citizenship.
- Immigrants over the age of 18 with valid documents must carry and present them if requested.
- Avoid presenting false documents and be aware that declining to show documents may lead to further questioning.

Expedited Removal:

- Can be used anywhere in the U.S. against any undocumented person who did not enter with a visa or parole or cannot prove they have been in the U.S. continuously for **two years before the arrest**
- If you fear persecution in your home country, inform CBP agents immediately to avoid expedited removal.

To print a flyer, scan the QR code or visit: https://www.acluaz.org/sites/default/files/field_ documents/aclu_border_rights.pdf



Know Your Rights: What to Do if You are Arrested, in Jail, or in ICE Detention

• If You Are Arrested:

- **Remain Silent:** Do not provide information about your immigration status, where you were born, or how you entered the U.S.
- **Request an Attorney:** You have the right to legal representation before answering any questions or signing documents.
- Phone Call Rights: Request to contact a family member, attorney, or trusted emergency contact.
- **Do Not Sign Without Counsel:** Refuse to sign any documents without first speaking to an attorney.
- **Document Copies:** Request copies of any documents your attorney submits to the court.

• If You Are in Jail or ICE Detention:

- **Right to Silence:** You are not required to answer questions about your immigration status.
- **Phone Access:** Request your phone call to contact a lawyer or consulate.
- Legal Representation: You have the right to hire or request free legal aid if eligible.
- Consulate Notification: You may request assistance from your home country's consulate.
- Care for Dependents: Notify ICE if you are responsible for children and need care arrangements.
- o Bond Request: You may ask to be released on bond if eligible.
- Healthcare Rights: You are entitled to mental and physical health care regardless of gender, sexuality, or identity.



- To watch a video visit: https://www.wehaverights.us/
- To print a flyer visit: https://www.cliniclegal.org/resources/protectin g-your-community/know-your-rights/knowyour-rights-flyers or scan the QR code below.



How to locate a family member that has been detained by ICE?

Step 1:

Go to the ICE Online Detainee
 Locator System website:
 https://locator.ice.gov or use the OR below.





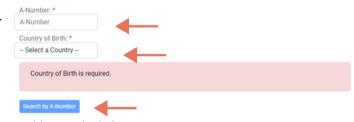
Step 2:

You can search for an individual using their A# and country of birth.

- The A-Number (Alien Registration Number) is a unique 8- or 9-digit number assigned to individuals in immigration proceedings. It can often be found on immigration documents.
- The individual's country of birth must match the information on their official records.
- Then click "Search by A# Number".

Search by A-Number

If you know the detainee's A-Number, ICE recommends you use the A-Number search. The A-Number must be exactly nine digits iong, if the A-Number has fewer than nine digits, please add zeros at the beginning. You are also required to select the detainee's correct Country of Birth. (* Required Field)



Step 3:

You can also search for an individual using their Biographical information.

- Full name (first and last) exactly as it appears on immigration documents.
- Date of birth (mm/dd/yyyy).
- Click "Search by Biographical Information".
- Note: Ensure all information is accurate and free of spelling errors, as mismatches can cause search failures.

Search by Biographical Information

When searching by name, a detainee's first and last names are required and must be an exact match (e.g., John Doe will not find Jon Doe or John Doe-Smith). When inputting a hyphenated last name into the Online Detainee Locator System, please include hyphen in order for the locator to find the individual (e.g., Doe-Smith). You are also required to select the detainee's Country of Birth. (* Required Field)



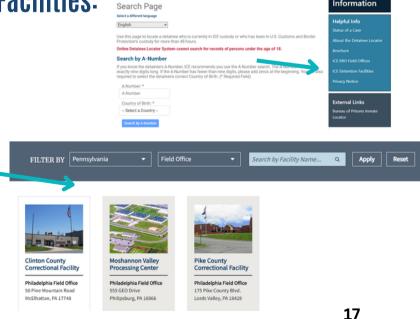
Step 4:

If you are able to speak with your detained loved one by phone, gather as much information as possible. This will help you locate them, understand their situation, and provide necessary assistance. Here are key questions to ask:

- Do you need medical attention?
- Where are you?
- What is the largest city or town near you?
- What papers have you been given, and what do they say?
 - Find out if they have received any Notice to Appear (NTA) or other official documents.
- Do you have any court dates?
- Have you spoken with an immigration lawyer?
 - If they have, ask for the lawyer's name and contact information.
- Do you know your A-Number?
 - This 8 or 9-digit Alien Registration Number is critical for tracking their case and location.
 - o If they don't know it, suggest checking any documents they've received.
- Inform them of their rights:
 - Remind them that they have the right to remain silent and request an attorney if questioned by ICE or other officials.
- Share resources if possible:
 - Provide the phone numbers of legal aid organizations or immigrant advocacy groups that can assist.

How to locate ICE detantion Facilities:

- Visit the ICE website and click on the "ICE Detention Facilities" tab.
- Search by State: Select the state where you believe the individual is detained.
- Click "Apply" to view a list of detention facilities in that state.
- Use this tool to find facility addresses, contact information, and other details to help you connect with your loved one.



Online Detainee Locator System

Related Information

Family Safety Plan

Legal Preparation

- Identify Legal Assistance:
 - Find and confirm an attorney or accredited representative willing to assist during emergencies.
- Get screened to determine eligibility for other immigration statuses.

Registration:

- Register with your local consulate for support services.
- Establish a relationship with religious or community centers.

Family Planning

- Emergency Communication: Develop a plan for who to call and in what order if a family member is detained.
- Understand state laws about providing your name to police and make informed decisions with legal advice.

Preparing Essential Documentation:

- Make and securely store copies of essential documents: Immigration papers (work authorizations, petitions, receipt notices), IDs, passports, Social Security cards, and birth/marriage certificates
- Criminal case documentation and attorney contacts
- Family health information, including medications

Child Care Planning

- Designate a Caregiver:
 - Ensure the caregiver has crucial information and discuss signing legal documents like a power of attorney.
- Ensure children born in the U.S. have passports.
- Financial and Property planning
- Savings: Set aside funds for essential needs during detention.
- Consider documents authorizing family members to collect paychecks on your behalf.

Bond Posting:

- Identify a U.S. citizen or permanent resident willing to post bond if needed.
- Be aware bond amounts start at \$1,500 but can vary.

Rights Awareness:

• Educate family on their rights and rehearse responses for contact with officers.

Create an Emergency Contact list

Document Checklist for Immigrant Families

Immigrant families should prepare and securely store a file containing these critical documents to ensure preparedness in case of detention or deportation. Share the file's location with trusted children, family members, and designated caregivers for emergencies.

• Identity & Family Documents:

- Passports (including for children)
- Birth certificates
- Marriage licenses/certificates (if applicable)
- Caregiver authorization forms

• Immigration & Residency Records:

- A-number and immigration documents (e.g., work permit, green card, visa, etc.)
- Proof of residence and physical presence in the U.S.

• Personal Identification & Financial Records:

- Driver's license or identification cards
- Social Security card or ITIN

• Children's Records:

- Registry of birth in parent's home country (if applicable)
- Important child information (such as school details)
- Emergency contact numbers and caregiver information
- Medical information (including health insurance, medication lists, doctor contact)

Additional Important Documents:

Any other essential records for quick access

Having these documents organized ensures smoother navigation through legal and family planning needs in times of crisis.

Emergency Contact List

Information you must memorize

- Attorney Contact: Memorize and carry the phone number of your attorney.
- Consulate Contact: Memorize and carry your consulate's phone number.
- Family Contact: Memorize key family members' phone numbers.
- Immigration Information:
 - Alien Registration Number (A#): Your identification number from immigration documents.
 - Date of U.S. Entry: The exact date you entered the country.
 - Entry Status: Your immigration status at the time of entry.
 - Current Immigration Status: Your current legal status.
- Criminal History:
 - o Record and remember details of any arrests or charges, outcomes (guilty or innocent), and associated dates.

Emergency contact sheet				
Make sure all members of your family have access to this information.				
Attorney/accredited representative				
Name:				
Phone:				
Consulate				
Name:				
Phone:				
Religious or community organization				
Name:				
Phone:				
Other:				
N.				

Keeping this information accessible and sharing it with trusted family members can help ensure swift action and support during emergencies.

Know Your Rights: A Guide to Your Rights When Interacting with Law Enforcement

Last Updated: January 27, 2017

Topics: Know Your Rights, Protecting Your Community

YOU HAVE RIGHTS regardless of your immigration status. You may be at risk of being deported if you are The Draw, Rechts is agained as type in imiting atom seature, not may be at reach or leaning september in your au undocumented, if you are a non-citizen with a criminal history, if you are on paratice or have a prior deportation order. To protect yourself, your family and your community you must KNOW YOUR RIGHTS. Knowledge is power. Act NOW. Do not wait. Be prepared.

- . What you need to know and what to do when encountering immigration agents, the police or FBI in different places
- Information about how to read a warrant
- Twelve things for you and your family to remember in ANY situati
 Your Emergency Planning Checklist
- · Your Emergency Contact Information Sheet
- . Your plan for what to do if a loved one calls you from an immigration detention center or police

► Click to Download Resource





For detailed guidance on creating a family safety plan and accessing printable emergency contact forms, refer to CLINIC's Know Your Rights Guide (Page 15):

- https://www.cliniclegal.org/resources/ protecting-your-community/knowyour-rights/know-your-rights-guideyour-rights-when
- "Click Download Resource" to access information in multiple languages.



Emergency Phone Numbers that You Should Memorize

Family member or friend who will help you if	
Name:	Phone Number:
Attorney/accredited representative	
Name:	Phone Number:
Traine.	Thore Name .
Your Alien Registration Number:	
Consulate (Register with your consulate to le	t officials know if you are detained).
If you are from Mexico, download Mi Consulm	nex App to request legal help from
your consulate.	
SRF ✓ MiConsulmex es una aplicación	Consulate Phone
gratuita para teléfonos inteligentes	Number:
y tabletas. V El Gobierno de México facilita el acceso a información útil sobre servicios, protección, asistencia y actividades consulares. México está a la vanguardia en la atención a sus ciudadanos en el	
servicios, protección, asistencia y actividades consulares.	
México está a la vanguardia en la atención a sus ciudadanos en el	
exterior.	
Children's Information:	Data of Divide
Child's Name:	_ Date of Birth:
Child's Cell Phone Number (if applicable):	
child's cell i florie Number (il applicable).	
School Name:	Phone Number:
School Name.	
Teacher's Name:	
	
Afterschool Program (if applicable)	
Name:	Phone number:
Child Medical Conditions/Allergies:	
Medications: D	octor's Phone Number:
Health Insurance Info:	
Emergency Parent/Guardian for your childre	n if you are detained:
Name:	Cell/Mobile:
	21

Work Phone: _____

Custody Options Available if Parent(s) Are Detained or Deported

Non-Court Options

- Caregiver Designation: Parents may appoint a trusted individual to care for their children temporarily. Caution is advised against using unrecognized forms from notaries. They are not recognized by court.
- **Philadelphia School District Form:** A district-approved form allows caregivers temporary decision-making authority.
- **Public Benefits for Children:** Caregivers may access benefits like TANF or food stamps without a custody order.
- Medical Authorization: Some healthcare providers accept a signed delegation of authority for medical decisions.

Pros:

- Temporary authority for caregivers without court involvement.
- Serves as evidence of parental intent if custody petitions arise.

Cons:

- Not enforceable by courts and may not be accepted by schools or doctors.
- Caregivers could gain "in loco parentis" status, allowing them to seek custody independently.

A sample guardianship form can be found here. https://philalegal.org/sites/default/files/attachments/2024-11/Sample%20Guardianship%20Form.pdf

Court Options: Formal Custody Agreements

- Formal Custody Agreements: Parents can enter custody agreements with caregivers, requiring notarized signatures unless prepared by an attorney.
- Filing for Custody: Caregivers can file if parents are unavailable, with assistance available at the Family Court Help Center (1501 Arch Street, Philadelphia, PA 19102).
- Pros:
 - o Provides legal authority for critical decisions and travel.
- Cons:
 - Grants caregivers "in loco parentis" status, potentially complicating custody disputes.

Important Notes:

Immigration status does not bar parents or caregivers from court access. Custody decisions should remain unaffected by immigration status unless detention or deportation proceedings are underway.

For more information visit: https://philalegal.org/resources/planning-custody-informational-guide-immigrant-families

Legal Resources in Pennsylvania

PHILADELPHIA COUNTY

Catholic Social Services

Website: https://cssphiladelphia.org/immigration-

<u>legal-services</u> Phone: 267.331.2490

Email: immigrationlegalservices@chs-adphila.org

Esperanza Immigration Legal Services

4261 N. 5th St. Philadelphia, PA 19140 Website: https://www.esperanza.us/eils/

Phone: 347-719-1402 Email: EILS@esperanza.us

Free Migration Project

150 Cecil B. Moore Ave, Suite 203 Philadelphia, PA

1912

Website: https://freemigrationproject.org/

Phone: 1-646-441-0741 Email: fmp@freemigrate.org

Justice at Work

990 Spring Garden St., Suite 300, Philadelphia, PA

19123

Website: https://www.justiceatworklegalaid.org

Phone: 215-733-0878 Toll Free: 800-729-1607

Email: jaw@justiceatworklegalaid.org

HIAS PENNSYLVANIA

123 S. Broad Street, 9th Floor, Philadelphia, PA 19109

Website: https://hiaspa.org
phone: 215-832-0900

Nationalities Service Center

1216 Arch Street 4th Floor Philadelphia, PA 19107

Website: https://nscphila.org

Phone: 215-893-8400 Email: help@nscphila.org

ALLEGHENY COUNTY

JFCS Immigration Legal Services

5743 Bartlett St, Pittsburgh, PA 15217

Website: <u>www.jfcspgh.org</u> Phone: <u>(412) 422-7200</u>

Community Justice Project

100 Fifth Avenue Suite 900 Pittsburgh, PA 15222 Website: https://www.communityjusticeproject.org

Phone: 412-434-6002 Toll Free: 866-482-3076 **Justice at Work**

5907 Penn Ave, Suite 320 Pittsburgh, PA 15206 Website: https://www.justiceatworklegalaid.org/

Phone: 412-701-4368 Toll Free: 800-729-1607

BERKS COUNTY

Aldea PJC

532 Walnut St, Reading, PA 19601 Website: https://aldeapjc.org/

Phone: (484) 877-8002

Catholic Charities of Allentown (Reading)

234 Grace Street Reading, PA 19611

Website: https://www.catholiccharitiesad.org/

Phone: 610- 376-7144

Community Justice Project (Reading)

501 Washington St. Suite 308 Reading, PA 19601

Website:

https://www.communityjusticeproject.org

En Español:

https://www.communityjusticeproject.org/en-

<u>espanol</u>

T: 610-370-7459

BUCKS COUNTY

Immigration Rights Action

70 West Oakland Avenue Doylestown, PA 18901

Website: https://immigrantrightsaction.org/ Phone: 267-910-9030 or 247-935-9425

Email: info@immigrantrightsaction.org

DAUPHIN COUNTY

Catholic Charities Immigration Legal Services

939 East Park Drive Suite 102 Harrisburg, PA 17111

Website: http://www.cchbq.org

Phone: 717-232-0568

Email: ahabeeb@cchbg.org

Community Justice Project

118 Locust St. Harrisburg, PA 17101

Website:

https://www.communityjusticeproject.org/

Phone: 717-236-9486 Toll Free: 800-322-7572

Compass Immigration Legal Services

717 N. 2nd St. Harrisburg, PA 17102

Website:

https://www.compassimmigrationlegal.org/

Phone:1-717-576-3427

International Service Center Immigration Services

21 S. River St. Harrisburg, PA 17101 Website: http://www.isc76.org/

Phone: 717-236-9401 (Immigration Services)

Email: tnp@isc76.org

DELAWARE COUNTY

Villanova University School of Law:

299 N. Spring Mill Rd. Villanova, PA 19085

Website: villanova.edu/cares

Phone: 610-519-5894

Linea Español: 866-655-4419 Toll Free: 866-655-4419

FRANKLIN COUNTY

Franklin County Legal Services

336 Lincoln Way East Suite B Chambersburg, PA

17201

Website: Franklin County Legal Services

Phone: 717-262-2326

LACKAWANNA COUNTY

Catholic Charities of Scranton

600 Wyoming Ave. Scranton, PA 18509

Website:

https://www.dioceseofscranton.org/css/immigrati

on%20program/

Phone: 570-207-2283, ext. 2121 Email: info@dioceseofscranton.org

Community Justice Project

111 South Main Ave Scranton, PA 18504

Website:

https://www.communityjusticeproject.org

T: 570-354-2741 or 570-880-7698

LANCASTER COUNTY

Church World Service

308 E. King St. Lancaster, PA 17602 Website: https://cwslancaster.org/

Phone: 717-381-2890

Immigration Legal Services: 717-358-9396

Fax: 717-381-2896

LEHIGH COUNTY

Catholic Charities of Allentown (Allentown)

900 South Woodward Street Allentown, PA 18103 Website: https://www.allentowndiocese.org/

Phone: 610-435-1541

LUZERNE COUNTY

Community Justice Project

101 W. Broad Street Suite 611 Hazelton Pa 18201

P.O. Box 2308 Hazleton PA 18201

Website:

https://www.communityjusticeproject.org/home

En Español:

https://www.communityjusticeproject.org/en-

<u>espanol</u>

T: 570-501-3356

LYCOMING COUNTY

Thrive International Programs

420 Elmira St. Williamsport , PA 17701

Website: https://thriveip.org/immigration-legal-

services/

Phone: 570-337-2898 or 570-478-0081

Consultation via 570-487-0081, email

jody@thriveip.org, or

https://ww7.welcomeclient.com/nggate/intake/ge

neral/10936

MONTGOMERY COUNTY

Equal Access Legal Services

402 Bethlehem Pike Erdenheim, PA 19038 Website: https://www.equalaccesslegal.org

Phone: 267-888-6703

Pittsburgh

Christian Immigration Advocacy Center 801 Union Place, Pittsburgh, PA 15212

website: https://ciacpgh.org/ Email: general@ciacpgh.org

Phone: 412-532-6181

YORK COUNTY

Pennsylvania Immigration Resource Center

294 Pleasant Acres Road Suite 202, PO Box

20339 York, PA 17402

Website: https://www.pirclaw.org/

Phone: 717-600-8099

Other Know Your Rights Videos and Resources

Know Your Right Videos

- We Have Rights, Know Your Rights videos (English, Spanish, Haitian Creole, Mandarin, Urdu, Arabic and Russian)- https://www.wehaverights.us/
- Catholic Charities of the Archdiocese of Dubuque- Know Your Rights videos (English, Spanish, French, Pashto, Dari, Swahili and Haitian Creole)https://catholiccharitiesdubuque.org/kyr

Know Your Rights flyers

- ACLU: https://www.aclu.org/know-your-rights/immigrants-rights (English, Spanish, Arabic, Chinese, Creole, Farsi, French, Indonesian, Korean, Portuguese, Somali, Tagalog, Urdu, Vietnamese, Hindi, Traditional Chinese, Simplified Chinese)
- iAmerica: https://iamerica.org/know-your-rights/ (drop down menu provides translation for Spanish, Amharic, Arabic, Armenian, Bosnian, Chinese, Dutch, French, German, Haitian Creole, Hindi, Italian, Korean, Polish, Portuguese, Russian, Vietnamese)
- Immigrant Defense Project https://www.immigrantdefenseproject.org/know-your-rights-with-ice/ (flyers available in English, Spanish, French, Portuguese, Tagalog, Haitian Creole, Hindi, Bangla, Punjabi, Arabic, Urdu, Simplified Mandarin, Traditional Mandarin, Korean, Russian, Hebrew)
- Indigenous Language Resources- https://www.mayanleague.org/resources (MAM)

Know Your Rights cards-To print cards visit: https://www.ilrc.org/red-cards-tarjetas-rojas (Arabic, Chinese, English, Farsi, French, Haitian Creole, Hmong, Korean, Pashto, Punjabi, Russian, Spanish, Tagalog, Tigrinya, Ukrainian, Vietnamese).

Safety and Preparedness for immigrant families

Catholic legal Immigration Network- https://www.immigrantdefenseproject.org/emergency-preparedness/ (Amharic, Arabic, Chinese, Creole, English, Farsi, Korean, Russian, Spanish, Vietnamese). Starts at page 14.

Workplace Raids resources

• National Immigration law Center- https://www.nilc.org/resources/a-guide-for-employers-what-to-do-if-immigration-comes-to-your-workplace/ (Spanish, Chinese, Korean, Thai).

PA Child Custody for Parents and Caregivers in Pennsylvania

 Philadelphia Legal Assistance- https://drive.google.com/file/d/1_RRPmpFCdNT9-vO_0AMI_-_bk60F0zDc/view?usp=sharing

For HealthCare providers-

National Immigration Law Center-https://www.nilc.org/resources/healthcare-provider-and-patients-rights-imm-enf/

For Teachers and Students,

- National Education Associationhttps://drive.google.com/file/d/1aiqaSlpXFKoeep8NFUUOhq4tAN62VuWg/view
- Arkansas Immigrant Defense- https://aidarkansas.com/wp-content/uploads/2025/01/Preparing-for-ICE-Raids-2024.pdf
- AFT -

https://www.aft.org/sites/default/files/media/2017/im_deportationdefenceguide_020817.pdf

For Non-profit organizations

 NYLPI https://www.nylpi.org/resource/guidance-to-nonprofits-regarding-immigration-enforcement/

National Hotline Numbers

- These national helplines are confidential, have free interpreters, and operate 7 days a week, 24 hours a day.
- If you or someone you know is a victim of domestic violence, human trafficking, child abuse, sexual violence, the national hotlines will help you:
 - Find shelter,
 - Create a safety plan;
 - Connect you with legal and social supports and services;
 - o Other services that can help you access safety.

National Domestic Violence Hotline



National Sexual Assault Hotline



If you are in immediate danger, please call 911. You have rights in the United States, regardless of your immigration status.

National Human Trafficking Hotline



National Child Abuse Hotline



National Suicide Prevention Hotline

