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To Whom It May Concern,

To assist my client with processing of an application before the Citizenship and Immigration Services of the U.S. Department of Homeland Security we are requesting a **copy of the police report (including narrative)** for my client. The letter should be a certified copy is available. If there is no record then please provide my client with a letter stating the reason why a report is not available. Please give a copy of the requested certified document directly to my client. **Also, receive payment from the client at the time of the transaction.** Please do not contact our office regarding payment, we do not have the funds or the legal authority to pay for this service; this is the client's responsibility. If you have any questions concerning this matter contact me.

Most Sincerely Yours,



Mario Ramos,
Attorney