

# Sample Certification of Translation

U.S. Citizenship and Immigration Services (USCIS) requires that petitioners submit certified translations for all foreign language documents. The certification of translation does not have to be notarized. The translator does not need to be certified or accredited by an organization such as the American Translators Association.

The person certifying the translation must state that they are fluent or conversant in English and the foreign language, and that the translation is accurate.

The certification must include the certifier's name, signature, address and date of certification. The certifier may copy the information below, on to their official letterhead, in the following USCIS suggested format to create their own certification letter.

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[Typed on Official Letterhead]

## Certification of Translation

**To: United States Citizenship and Immigration Services**

Dear Service Center Officer,

I, **[Name of Person Certifying the Translation]**, certify that I am **[indicate either fluent or conversant]** in English and **[the language of document]**, and that the attached document is an accurate translation of the document attached entitled **[name of translated document]**. The certification of translation was completed on **[Date of Certification]**.

\_\_\_\_\_  
Certifier's Signature

\_\_\_\_\_  
Certifier's Name (typed/printed name of translator)

\_\_\_\_\_  
Certifier's Address (address of translator)  
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## SAMPLE

I, **Park Seo Joon**, certify that I am **fluent** in English and **Korean**, and that the attached document is an accurate translation of the document attached entitled **Daegu Bank Statement**. The certification of translation was completed on **March 12, 2025**.

\_\_\_\_\_  
Certifier's Signature

Park Seo Joon  
\_\_\_\_\_  
Certifier's Name (typed/printed name of translator)

42 Hangang-Daero Yongsan-Gu Seoul KR TE  
\_\_\_\_\_  
Certifier's Address (address of translator)