

Standard A-File Request Sheet

Section A. Requester Information		
Last Name	First Name	
E-Mail Address		
Daytime Phone		
Street Address		
City	State	Zip or Postal Code
Country (if not USA)		

Section B. Information about the Subject of File	
Full Name of Alien <i>(required)</i>	
Archival Research Catalog (ARC) ID <i>(required)</i>	
Alien Registration Number <i>(required)</i>	
Date of Birth	Date of Entry
Additional Information (e.g., Aliases/Other Names, Country of Birth)	

I wish to obtain a copy of the A-File and would like to receive information on the cost of a photocopy.

I wish to view the A-File in person and would like to schedule an appointment.

The Standard A-File Request Sheet may be photocopied as needed. Please submit a separate sheet for each individual whose records are being requested.

Before submitting a request we ask that you search for the individual in our [Archival Research Catalog \(ARC\)](#). ARC contains the names of every individual presently contained in our A-files holdings. If the name of the individual you are researching does not appear within ARC we ask that you refrain from submitting a record request as we will be unable to provide reference service.

National Archives at Kansas City
Attn: A-Files Request
400 W. Pershing Rd.
Kansas City, MO 64108

Afiles.KansasCity@nara.gov
Fax: (816) 268-8038