



## DOCUMENT CHECKLIST O-1 TATTOO ARTIST

### TATTOO ARTIST:

We will share a **DROPBOX FOLDER** with you where you can upload these documents in the corresponding folders. The sections below correspond with the subfolders already created and organized for you.

Please remember to **LABEL YOUR DOCUMENTS** when you send them to us for identification! You can also create subfolders if that is easier for you to organize. O-1 visa applications have a lot of required documents and this helps us process your case faster.

You will not have all these documents, but it is important to submit as many as possible. The more documents, the greater likelihood that USCIS will approve your case.

Every document not in English requires a **FULL CERTIFIED ENGLISH TRANSLATION**. You may use a professional translating provider such as [Immitranslate.com](http://Immitranslate.com) or have someone fluent translate the document and [certify it using this template](#).

## 1. O-1 QUESTIONNAIRE

### A. O-1 QUESTIONNAIRE

- Complete the full [Tattoo Artist O-1 Questionnaire](#) online.  
*We will receive a copy of this automatically when you submit it and save it in your Dropbox folder.*

## 2. PERSONAL DOCUMENTS

### A. PASSPORTS & VISAS

- Passport
- All previous US visas (if applicable)
- SEVIS Form DS-2019 (if applicable – only if you have had a J-1 visa in the United States before)
- Most recent [I-94 arrival record](#) (if you are currently in the US)

### B. WEBSITE, BIO, ETC.

- Updated and detailed resume and/or portfolio in English
- Link to professional website (we highly recommend that you have a professional website, in addition to Instagram/Facebook)

### C. INSTAGRAM

- Links to your social media accounts
- Evidence of engagement from your followers
- Evidence of reposting of your work going “viral” (high number of shares)
- Evidence of tattoo brands, publications or other organizations posting about you/your work

## 3. SPOUSE & CHILDREN

### A. PASSPORTS & VISAS

- Passports
- All previous US visas (if applicable)
- SEVIS Form DS-2019 (if applicable – only if you have had a J-1 visa in the past)
- Most recent [I-94 arrival record](#) in the United States (if your family members are currently in the US)

## B. MARRIAGE CERTIFICATE

- Marriage Certificate
- Certified English translation (if the certificate is not in English)

## C. BIRTH CERTIFICATES OF CHILDREN

- Birth certificates for each accompanying dependent child (children who will come with you to the United States)
- Certified English translations (if the certificates are not in English)

# 4. EXTRAORDINARY ABILITY

## A. AWARDS & PRIZES

### a. Complete List of Awards

- Complete list of all awards you have won at international and national conventions (Including the award place, category, convention name, location, and year)

### b. Evidence of Awards

- Photographs of awards, trophies, or certificates
- Photographs of the tattoo earning the award
- Photographs of you receiving the award during the ceremony

### c. Press & Instagram

- Press articles about you receiving the award in major newspapers, tattoo magazines, websites, etc.
- Instagram posts from the convention/event announcing you won the award (not your social media post)

## B. CONVENTIONS & EXPOS

Must show that you are leading/starring role at this event.

### a. Complete List of Conventions

- Complete list of distinguished productions and events that have showcased your work:

For each convention, provide the Name, Date, and City/Country

*For example: Tattoo Show, March 2019, Buenos Aires Argentina*

### b. Evidence of Conventions

- Photographs from event
- Event program and map showing your booth location, showing you are featured prominently
- Promotional flyers, brochures, marketing flyers (as showcased on social media, etc. by the event) about your attendance
- Contracts/emails with the event's organizers
- Artist ID or Credential badges
- Another other evidence that you were a leading/starring artist at the event

### c. Press & Instagram

- Press articles about your attendance at the events
- Press articles about the event in general, evidencing its distinguished nature of the event
- Instagram posts from the convention announcing you at the event or about you at the event
- Evidence of the awards you won at the events (see Awards & Prizes above)

### d. Convention Letters

- List of names/emails of organizers of conventions who would sign letters about your leading/starring role at these conventions. We will use this list to draft letters for them to sign.
- Signed letters from the convention organizer

*Tattoo Visa will draft this letter. Please send us the name and email of the person who would sign this letter.*

## C. JUDGING AT CONVENTIONS

### a. Complete List of Conventions you have Judged

- Complete list of all the major international and national tattoo competitions you have judged  
Include convention name, location, year, and categories that you judged

### b. Evidence of Judging

- Promotional flyers announcing your participation on the jury
- Certificates received as a jury member

### c. Press & Instagram

- Social media posts announcing your participation on the jury
- Photographs of you judging the competition

### d. Convention Letters

- List of names/emails of organizers of conventions who would sign letters about you judging the convention. *We will use this list to draft letters for them to sign.*
- Signed letters from the convention organizer  
*Tattoo Visa will draft this letter. Please send us the name and email of the person who would sign this letter.*

## D. OTHER EVENTS & COLLABORATIONS

If you have participated in a leading or starring role in other prestigious events, including artistic exhibitions, collaborations with other artists or brands.

- Description of the event or project, as well as your starring role
- Press articles about the event or project in newspapers, magazines, websites, and other publications
- Promotional or marketing material for the event or project featuring you

- Photographs of the event or project
- Any additional documents which showcase the prestigious nature of the event or project, as well as your leading role
- Auction or sale price for artwork sold (if your work has been at traditional artistic exhibitions)

## E. PRESS & PUBLISHED MATERIAL

- Press articles about you and your achievements (awards/sponsorships, etc.)  
MUST include date of publication, author, circulation data and other evidence of how the publication is "major" media (widely read or viewed)
- Any evidence of the publication's circulation, readership, viewership, etc. (Tattoo Visa can help you research this information).
- Certified English translation for every press article not in English

## F. TEACHING SEMINARS

### a. Complete List of Seminars

- Complete list of all the seminars or workshops you have taught, including name, location, and date

### b. Evidence of Seminars

- Promotional flyers announcing your seminar or workshop
- Overview of the material discussed in your seminar or workshop
- Proof of seminar or workshop cost per student or other enrollment data
- Certificates given to students upon completion
- Photographs of you leading your seminar or workshop
- Screenshots of videos taken as you led the seminar or workshop

### c. Press & Instagram

- Social media posts announcing your seminar or workshop
- Press articles about your seminar in major newspapers, tattoo magazines, websites etc.

## G. SPONSORS & PRO TEAM

### a. Evidence of Sponsors

- Complete list of current sponsors  
*Including contact information for the representative who could sign a letter (name, title, email, phone).*
- Website screenshots of the "Pro Team" which includes you as a sponsored artist
- Contracts or agreements
- Communications with the brands, such as emails or messages, formally inviting you on to the team or sponsorship

### b. Press & Instagram

- Social media posts by the brand announcing your addition to the Pro Team
- Social media posts by the brand promoting your artwork as a sponsored artist

### c. Sponsor Letters

- List of names/emails of Sponsor contacts who would sign letters about your sponsorship/Pro Team.  
*We will use this list to draft letters for them to sign.*
- Signed letters from sponsoring or Pro Team brand  
*Tattoo Visa will draft these for you. Please provide the Name and Email/Phone of the person who will sign.*

## H. OWN STUDIO

If you have owned your own tattoo studio or brand that has a distinguished reputation.

- Company ownership documents showing you are the studio or brand's owner
- Trademark or company registration documents, if applicable
- Lease or rental agreement for a studio you own, if applicable
- Company website and Instagram page
- Press articles about the studio in major newspapers, tattoo magazines, websites etc.

- Photographs of the studio space
- Awards received by resident artists at your studio
- Company's official tax or income documents showcasing studio's annual income
- Catalogue or photographs of products manufactured by your brand
- Brand's annual sales reports

## I. GUEST ARTIST SPOTS

If you had a leading/starring role at this studio and the studio is distinguished.

### a. Complete List of Guest Spots

- Complete list of all the major studios you have guest spotted at around the world.  
*Only include US studios if you were authorized to work legally. Do not guest spot in the United States on a tourist visa or ESTA!*

### b. Evidence of Guest Spots

- Contracts or agreements with the studios
- Screenshot of calendars/agenda showing you are completely "booked out" in advance
- Promotional flyers announcing guest spot
- Evidence of other leading guest artists, prominent artists who have also guest spotted there
- Evidence of the important owners of the studio
- Evidence of awards the studio has won
- Press articles about the studio in major newspapers, tattoo magazines, websites etc.

### c. Press & Instagram

- Social media posts from the studios announcing your guest spot

### d. Guest Spot Letters

- List of names/emails of person at studios where you had a Guest Spot who would sign letters. *We will use this list to draft letters for the studios to sign.*



- Signed letters from studio, confirming your starring participation as a Guest Spot

Tattoo Visa will draft these for you. Please provide the Name and Email/Phone of the person who will sign.

## J. LETTERS OF RECOMMENDATION FROM EXPERTS

These should be fellow tattoo artists who are experts in the field. They can be anywhere in the world, not just the United States.

### a. Signed Recommendation Letters

- List of approximately five artists who will sign recommendation letters for you (*Tattoo Visa will draft these letters for you*).

Including, Artist's Name along with any alias used by the expert tattoo artist, a description of how you know this person (did you work together, meet at a convention, guest spot at their studio, etc.), Instagram handle of the expert, what is their expertise in the tattoo industry?

- Contact information of the expert, including phone number and email address

### b. Evidence of Expertise

- Proof that the person is an expert in the tattoo industry (website, Instagram, press, awards, etc.)

## K. HIGH SALARY

- Tax return, along with certified English translation
- Letter from accountant or bookkeeper, verifying monthly and yearly income
- Contracts or agreements with studios where you have done guest spots evidencing hourly rates
- Emails or other correspondence with studios where you guest spot evidencing rates
- Paychecks
- Screenshot of calendars/agenda showing you are completely booked out
- Receipts, invoices, wire transfers, Venmo or PayPal records, etc. for a tattoo, alongside photograph of the corresponding tattoo (10+ examples)

- Screenshots of messages, emails, DMs, or other correspondence with clients, discussing hourly rate or tattoo price, alongside photograph of the corresponding tattoo (10+ examples)
- Signed affidavits from local artists or tattoo studios (or other industry “experts”) verifying average tattoo artist income in your home country and currency (or where you currently work). *Tattoo Visa will draft these for you.*

## L. COMPARABLE EVIDENCE

- Any evidence of your extraordinary ability or achievements that does not fit into the above categories

# 4. US WORK - STUDIOS & ITINERARY

## A. PETITIONER QUESTIONNAIRE

- Your Petitioner (the studio or person who will submit your O-1 visa application) must complete the [O-1 Petitioner Questionnaire](#). Please send him or her this link.

## B. TATTOO STUDIOS

- Complete list of the studios where you will be working in the United States
- Contact information for the person who will sign documents for each studio, including: Name, Title, Phone, Email
- Itinerary: an approximate schedule of when and where you will work at each studio for the full three-year period. It is okay if this is an approximation.

## B. CONVENTIONS

- A list of conventions you will attend in the United States in the coming year.  
*It is important to show continued work at prestigious events.*