



MEMORANDUM

To: Corporate Client
From: Gus M. Shihab, Esq.
Subject: Attorney Fees for Cap-subject H-1B Visa

I. The H-1B Visa Electronic Registration Process – H-1B Lottery

We are gearing up for the upcoming H-1B electronic registration process for the H-1B visa cap season (FFY 2024) – also known as the H-1B visas lottery process.

The electronic registration process requires employers to first register the names of candidates whom they wish to have cap-subject H-1B visa petitions filed. Employers will then be **required** to file petitions for those beneficiaries selected within 90 days after the selection is announced. We are modeling the timelines based on the experience from last year. Here are some key timelines:

- **Registration** will **begin** on **March 1, 2023** and will **close** on **March 17, 2023**.
- **The Selection Process (lottery)** will be announced by **March 31, 2023**.
- **Petition Filings** for H-1B visa lottery winners must be made between **April 1, 2023** and **June 30, 2023**.

II. Our Services

Please note, the pre-registration process requires you, as the Petitioner, to attest that an H-1B petition will be filed on behalf of the named Beneficiary, if selected. Therefore, if you have any concerns about the viability of the proposed filing, we suggest engaging us in a **pre-registration review** (which requires a full copy of the detailed job description, proposed salary, resume and education transcripts of the Beneficiary).

We will be processing H-1B visa cases in the following two-tier system:

877-479-4USA (4872)



www.shihablawyers.com

Tier One: (Petitions filed between **April 1 – April 30**): These petitions will be prepared prior to the selection process to ensure timely filing and adjudication of H-1B petitions. As petitions will be adjudicated on a first-in basis, this will provide the best chance of approval by October 1. Additionally, filing during this period may be beneficial to those on F-1 OPT that would benefit from cap-gap extension. **This process will be billed immediately.**

Tier Two: (Petitions filed between **May 1 – June 30**): These petitions will be prepared and filed after all Tier One cases. All necessary information and documentation should be provided to our office no later than May 1 to allow adequate time for preparation. **This process will be billed ONLY if your candidate is selected in the lottery.**

I. Attorney Fees & Costs

Below, please find attorney fees and costs associated with the various services we are offering in connection with the newly established electronic registration system:

H-1B Visa	Attorney fees	USCIS fees	Costs
Registration Service	\$500	\$10	N/A
Pre-Registration Review (strongly recommended for first-time filers or those with employees on CPT/OPT ending in 2023)	\$200	N/A	N/A
Tier One H-1B Filing	\$2,500	TBD*	\$140
Tier Two H-1B Filing	\$3,000	TBD*	\$140

* Filing fees are determined based on the size of the petitioning organization: \$1,710 - \$2,460.

Signed: _____



III. H-1B Process Selection & Registration Information:

Please provide the following information for the Registration (if you have chosen to utilize the Pre-Registration Review, we will be in touch to request additional information as soon as the case has been initiated). This page must be completed for each prospective Beneficiary:

Company Information	
Legal Name of Petitioner:	
FEIN:	
Primary U.S. Address:	
Legal Name of Authorized Signer:	
Title of Authorized Signer:	
Phone of Authorized Signer:	
Email of Authorized Signer:	

Beneficiary Information	
Legal Name of Beneficiary:	
Gender:	
Does the Beneficiary have a U.S. Master's degree in a field directly related to the position?	
Date of Birth:	
Country of Birth/Country of Citizenship:	
Passport Number (and Country):	

Please indicate your desired process for the specific individual listed above:

H-1B Visa	Check Desired
Registration Service	X
Pre-Registration Review	
Must Choose one:	
Tier One H-1B Filing	
Tier Two H-1B Filing	