E-Verify Connection

E-VERIFY IS A SERVICE OF DHS AND SSA

Latest Form I-9 News

Scam Alert: USCIS Does Not Request Forms I-9 By Email

USCIS has learned that employers have received scam emails requesting Form I-9 information be sent to the fraudulent email address news@uscis.gov. You should neither respond to these emails nor click the links in them. Employers are not required to submit Forms I-9 to USCIS.

Employers must have a Form I-9 for every person on their payroll who is required to complete Form I-9. All of these forms must be retained for a certain period of time. Visit I-9 Central to learn more about retention, storage and inspections for Form I-9. Visit the Avoid Scams Initiative page for more information on common scams and other important tips.

Which Form I-9 Should I Use?

Employers must use Form I-9, Employment Eligibility Verification, with the revision date 07/17/17 N.

Free Form I-9 Interactive Resources

USCIS released free resources to help you learn and properly complete Form I-9:

- **Videos** - Three short videos help employees complete Section 1 of Form I-9 and employers or authorized agents complete Section 2 and Section 3.
- **Webinar on Demand** – Demonstrates how to complete Sections 1, 2 and 3. You can watch all 15 chapters at once or at your own pace.

C. If the employee's previous grant of employment authorization has expired, provide the information for the document o continuing employment authorization in the space provided below.

Document Title		Document Number		Expirat

I attest, under penalty of perjury, that to the best of my knowledge, this employee is authorized to work in the employee presented document(s), the document(s) I have examined appear to be genuine and to rela

Signature of Employer or Authorized Representative	Today's Date *(mm/dd/yyyy)*	Name of Employer or Authoriz

Form I-9 07/17/17 N

Latest E-Verify News

Compliance: Certain Contractors and Subcontractors Must Use E-Verify

DHS requires contractors and subcontractors covered by the E-Verify Federal Acquisition Regulation requirements to enroll in and use E-Verify. The latest Supplemental Guide for Federal Contractors gives employers important information about verifying new and current employers, timelines and other guidance. See the E-Verify Enrollment page.

E-Verify Annual Records Disposal: Act by Feb. 28, 2018

USCIS will dispose of E-Verify records that are 10 years old or older – (dated on or before December 31, 2007). E-Verify employers have until February 28, 2018, to download and retain this case information from the "Historic Records Report." For more information and guidance on downloading the Historic Records Report, see the Fact Sheet and instructions to download the report.

E-Verify Publications: New User Friendly Format

You may have noticed that E-Verify manuals and guides were recently updated in a new format and look to make it easier to navigate and find information. The Supplemental Guide for E-Verify Employer Agents (EEAs) was the latest resource released in the new format. EEAs—be sure to check it out.

HISTORY AND MILESTONES
Chronological summary of the milestones of the E-Verify Program

Visit our redesigned History and Milestones page and travel through time to learn our history from Basic Pilot to E-Verify. Our enhanced graphics and improved navigation makes it easy to explore.

myE-Verify Has Free Services to Help Protect Your Identity

Thousands of workers and job seekers have established myE-Verify accounts to use Self Lock. Self Lock is a free service that helps protect you against employment eligibility verification fraud. Self Lock allows you to lock your Social Security number and help prevent fraudulent use of it in E-Verify and Self Check. Enroll today!

E-Verify Twitter Verified: Look for the Blue Badge

The official E-Verify Twitter account now displays the blue verified badge next to its name to prove it is authentic. Follow us @EVerify to stay up-to-date about the latest employment eligibility verification news.

Form I-9 Tip

When an employee has a long first name and the I-9 limits the first name to 25 characters, what are the proper steps to complete the I-9?

An employee with a very long name or multiple names may wish to enter their name on Form I-9 as it appears on the documents they plan to present to show identity and employment eligibility. Sometimes multiple first names are considered both first names and middle names, in which case the employee should follow the form instructions for the best way to enter multiple names. Employers may also have the employee complete Section 1 by hand and attach it to Section 2, whether it was completed by hand or on a computer.

E-Verify Tip

Who can view case alerts in E-Verify?

Both program administrators and general users can view case alerts in E-Verify. Program administrators see case alerts for all cases created under their company's account. General users can only see case alerts for the cases they created. The case alerts feature is not available to corporate administrators since they do not create cases.

#EVerify