



January 22, 2010

## Meeting Invitation

**TO:** USCIS National Stakeholders

**FROM:** U.S. Citizenship & Immigration Services-Office of Public Engagement

**SUBJECT:** Collaboration Session on Employment Eligibility Verification  
(Form I-9 and E-Verify)  
**February 5, 2010 @ 2:00pm**  
Tomich Center  
111 Massachusetts Ave NW  
Washington DC

The USCIS Office of Public Engagement and Verification Division invite you to a collaboration session to discuss employment eligibility verification – the process by which an employer confirms an employee’s eligibility to work in the United States. The USCIS Verification Division is responsible for administering both the Form I-9 (Employment Eligibility Verification) and E-Verify which are used by employers to confirm employment eligibility.

We are interested in hearing feedback and input on employment verification, including from organizations that deal with small businesses and employee rights.

There are two ways to attend this meeting:

**In person** – please provide your full name and the organization you represent to Suzie Clarke, at Suzanne.clarke@[dhs.gov](mailto:dhs.gov) or (202) 272-1279 by COB Thursday, February 4<sup>th</sup>.

Be sure to arrive at least 15 minutes early to allow extra time to be processed through security and bring a photo I.D.

**Via telephone** – call-in information will be provided when you respond. Please provide your full name and the organization you represent to Suzie Clarke, at by COB Thursday, February 4<sup>th</sup>.

We look forward to seeing or hearing from you!