

Subject: Courteous Reminder from E-Verify – Update records with SSA

Why you received this email

Your employer participates in E-Verify, a program managed by the U.S. Department of Homeland Security (DHS) and the Social Security Administration (SSA). E-Verify compares the information you gave on Form I-9, Employment Eligibility Verification, with records available to DHS and SSA to verify that you are authorized to work in the United States.

You received this email because E-Verify confirmed that you are eligible to work in the United States according to DHS records; however, when your case was processed, we found that your records with SSA have not been updated since you became a U.S. citizen. We sent this email as a courtesy to let you know that your SSA record is not up-to-date.

What you may do

We strongly encourage you to visit an SSA field office to update your SSA records to show that you are a U.S. citizen. When you visit SSA, be sure to bring your naturalization certificate, U.S. Passport, or other proof of U.S. citizenship so an SSA representative can update your records. All documents used to prove U.S. citizenship must be originals; SSA cannot accept photocopies or notarized copies of these documents. To locate an SSA field office, visit www.socialsecurity.gov/locator or call SSA at 800-772-1213 (TTY: 800-325-0778).

While you are not required to update your SSA records until you file for SSA benefits, doing so now may help prevent delays and inconvenience to you in the future.

For More Information

If you have questions about this message, contact E-Verify at 888-897-7781 (TTY: 877-875-6028) or e-mail E-Verify@dhs.gov. For more information about E-Verify, visit www.dhs.gov/E-Verify.

Report Violations

If you believe your employer violated E-Verify rules, or treated you in a discriminatory or unfair manner, we encourage you to report it. To report employer misuse, including privacy violations, and general E-Verify complaints, contact the E-Verify Employee Hotline at 888-897-7781 (TTY: 877-875-6028) or e-mail E-Verify@dhs.gov.

To report employment discrimination based upon your citizenship, immigration status, national origin, or other discriminatory misuse of E-Verify, contact the Department of Justice, Civil Rights Division, Office of Special Counsel for Immigration Related Unfair Employment Practices (OSC) at 800-255-7688 (TTY:800-237-2515). Language interpretation is available to all callers. For more information, visit the OSC's website at www.justice.gov/crt/osc.