

### **Employment Eligibility Verification**

#### **Department of Homeland Security**

U.S. Citizenship and Immigration Services

USCIS Form I-9

OMB No.1615-0047 Expires 05/31/2027

START HERE: Employers must ensure the form instructions are available to employees when completing this form. Employers are liable for failing to comply with the requirements for completing this form. See below and the <a href="Instructions">Instructions</a>.

**ANTI-DISCRIMINATION NOTICE:** All employees can choose which acceptable documentation to present for Form I-9. Employers cannot ask employees for documentation to verify information in **Section 1**, or specify which acceptable documentation employees must present for **Section 2** or Supplement B, Reverification and Rehire. Treating employees differently based on their citizenship, immigration status, or national origin may be illegal.

Section 1. Employee day of employment, b	Information out not before	n and Attestat re accepting a	ion: Employ job offer.	yees must comp	lete and	sign Secti	ion 1 of F	orm I-9 r	no later than the <b>first</b>	
Last Name (Family Name)		First Nam	ne (Given Name	e)	Middle II	nitial (if any)	Other Last Names Used (if any)			
Address (Street Number and	d Name)		Apt. Number (i	if any) City or Tow	ı		State ZIP Code			
Date of Birth (mm/dd/yyyy)	U.S. So	cial Security Numb	er Empl	loyee's Email Addres	ss			Employee	s's Telephone Number	
provides for imprisonment and/or fines for false statements, or the use of false documents, in connection with the completion of this form. I attest, under penalty of perjury, that this information, including my selection of the box		1. A citizer 2. A nonci 3. A lawful 4. A nonci	A citizen of the United States  A noncitizen national of the United States (See Instructions.)  A lawful permanent resident (Enter USCIS or A-Number.)  A noncitizen (other than Item Numbers 2. and 3. above) authorized to work until (exp. date, neck Item Number 4., enter one of these:					te, if any)		
immigration status, is to correct.	rue and	USCIS A-Nu	OR	Form I-94 Admissi	on Numbe	OR FOR	eign Passpo	ort Numbei	r and Country of Issuance	
Signature of Employee	Individual	Under Age 18				Γoday's Date	(mm/dd/yyy	y)		
If a preparer and/or tra	anslator assis	ted you in comple	ting Section 1	, that person MUST	complete	the <u>Prepare</u>	er and/or Tr	anslator C	ertification on Page 3.	
business days after the en	Section 2. Employer Review and Verification: Employers or their authorized representative must complete and sign Section 2 within three business days after the employee's first day of employment, and must physically examine, or examine consistent with an alternative procedure authorized by the Secretary of DHS, documentation from List A OR a combination of documentation from List B and List C. Enter any additional documentation in the Additional Information box; see Instructions.									
		List A	OR		st B		AND		List C	
Document Title 1				Individual Un	der Ag	e 18	SSC			
Issuing Authority							SSA			
Document Number (if any)										
Expiration Date (if any)			Add	ditional Informati	on					
Document Title 2 (if any)			Aut	unional informati	OII					
Issuing Authority										
Document Number (if any)										
Expiration Date (if any)										
Document Title 3 (if any)										
Issuing Authority										
Document Number (if any)										
Expiration Date (if any)				Check here if you us	ed an alte	rnative proce	dure authori		S to examine documents.	
Certification: I attest, under penalty of perjury, that (1) I have examined temployee, (2) the above-listed documentation appears to be genuine and best of my knowledge, the employee is authorized to work in the United				d to relate to the em				(mm/dd	ly of Employment /yyyy): <b>0/2025</b>	
Last Name, First Name and Title of Employer or Authorized Rep		presentative	Signature of Em	ployer or	Authorized Re	epresentativ	e	Today's Date (mm/dd/yyyy)		
		Offi	ice Admin							
Employer's Business or Orga Rader Detasseling				Business or Organi 1 324; Trumbu			Town, State	, ZIP Code		

### LISTS OF ACCEPTABLE DOCUMENTS

All documents containing an expiration date must be unexpired.

\* Documents extended by the issuing authority are considered unexpired.

Employees may present one selection from List A or a combination of one selection from List B and one selection from List C.

### Examples of many of these documents appear in the Handbook for Employers (M-274).

LIST A		LIST B	LIST C		
Documents that Establish Both Identity and Employment Authorization	OR	Documents that Establish Identity AN	D Documents that Establish Employment Authorization		
U.S. Passport or U.S. Passport Card     Permanent Resident Card or Alien		Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or	A Social Security Account Number card, unless the card includes one of the following restrictions:		
Registration Receipt Card (Form I-551)  3. Foreign passport that contains a	_	information such as name, date of birth, gender, height, eye color, and address	(1) NOT VALID FOR EMPLOYMENT (2) VALID FOR WORK ONLY WITH		
temporary I-551 stamp or temporary I-551 printed notation on a machine- readable immigrant visa		2. ID card issued by federal, state or local government agencies or entities, provided it contains a photograph or information such as	INS AUTHORIZATION  (3) VALID FOR WORK ONLY WITH DHS AUTHORIZATION		
4. Employment Authorization Document that contains a photograph (Form I-766)		name, date of birth, gender, height, eye color, and address	Certification of report of birth issued by the Department of State (Forms DS-1350,		
<b>5.</b> For an individual temporarily authorized to work for a specific employer because		3. School ID card with a photograph	FS-545, FS-240)		
of his or her status or parole:		4. Voter's registration card	Original or certified copy of birth certificate issued by a State, county, municipal		
a. Foreign passport; and		5. U.S. Military card or draft record	authority, or territory of the United States bearing an official seal		
<b>b.</b> Form I-94 or Form I-94A that has the following:		6. Military dependent's ID card	Native American tribal document		
(1) The same name as the		7. U.S. Coast Guard Merchant Mariner Card	5. U.S. Citizen ID Card (Form I-197)		
passport; and (2) An endorsement of the		8. Native American tribal document	6. Identification Card for Use of Resident		
individual's status or parole as long as that period of		Driver's license issued by a Canadian government authority	Citizen in the United States (Form I-179)		
endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or		For persons under age 18 who are unable to present a document listed above:	7. Employment authorization document issued by the Department of Homeland Security		
limitations identified on the form.	_	10. School record or report card	For examples, see Section 7 and Section 13 of the M-274 on uscis.gov/i-9-central.		
<ol><li>Passport from the Federated States of Micronesia (FSM) or the Republic of the</li></ol>		11. Clinic, doctor, or hospital record	The Form I-766, Employment		
Marshall Islands (RMI) with Form I-94 or Form I-94A indicating nonimmigrant admission under the Compact of Free Association Between the United States and the FSM or RMI		12. Day-care or nursery school record	Authorization Document, is a List A, Item Number 4. document, not a List C document.		
		Acceptable Receipts			
May be prese	ented	d in lieu of a document listed above for a t	emporary period.		
		For receipt validity dates, see the M-274.			
<ul> <li>Receipt for a replacement of a lost, stolen, or damaged List A document.</li> </ul>	OR	Receipt for a replacement of a lost, stolen, or damaged List B document.	Receipt for a replacement of a lost, stolen, or damaged List C document.		
<ul> <li>Form I-94 issued to a lawful permanent resident that contains an I-551 stamp and a photograph of the individual.</li> </ul>					
<ul> <li>Form I-94 with "RE" notation or refugee stamp issued to a refugee.</li> </ul>					

<sup>\*</sup>Refer to the Employment Authorization Extensions page on <u>I-9 Central</u> for more information.

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## Supplement A, Preparer and/or Translator Certification for Section 1

### **Department of Homeland Security**

U.S. Citizenship and Immigration Services

USCIS Form I-9 Supplement A OMB No. 1615-0047 Expires 05/31/2027

Last Name (Family Name) from Section 1.	First Name (Given Name) from Section 1.	Middle initial (if any) from Section 1.			
East Hame (Farmy Hame) Hem Societies	The rame (enem rame) hem deduction in	middle middle (marry) meini ecotion in			
<b>Instructions:</b> This supplement must be completed by a	any preparer and/or translator who assists an	employee in completing Section 1			
• • • • • • • • • • • • • • • • • • • •	arry proparor arrayor translator mile accides arr				

of Form I-9. The preparer and/or translator must be completed by any preparer and/or translator who assists an employee in completing Section 1 of Form I-9. The preparer and/or translator must enter the employee's name in the spaces provided above. Each preparer or translator must complete, sign, and date a separate certification area. Employers must retain completed supplement sheets with the employee's completed Form I-9.

I attest, under penalty of perjury, that I have		ne completion of Section 1	of this form	and that t	o the best of my	
knowledge the information is true and correct.  Signature of Preparer or Translator			Date (mm/dd/yyyy)			
Last Name (Family Name)	Fir	First Name (Given Name)			Middle Initial (if any)	
Address (Street Number and Name)		City or Town State			ZIP Code	
I attest, under penalty of perjury, that I have knowledge the information is true and corre		ne completion of Section 1	of this form	and that t	o the best of my	
Signature of Preparer or Translator		Date (mm/dd/s				
Last Name (Family Name)	Fir	st Name <i>(Given Name)</i>			Middle Initial (if any)	
Address (Street Number and Name)	ddress (Street Number and Name)		City or Town		ZIP Code	
I attest, under penalty of perjury, that I have knowledge the information is true and corre		ne completion of Section 1	of this form	and that t	o the best of my	
Signature of Preparer or Translator			Date (mm/dd/yyyy)			
Last Name (Family Name)	Fir	st Name <i>(Given Name)</i>	Name (Given Name)			
Address (Street Number and Name)	l	City or Town State		State	ZIP Code	
I attest, under penalty of perjury, that I have knowledge the information is true and corre		ne completion of Section 1	of this form	and that t	o the best of my	
nature of Preparer or Translator		Date (mm/dd/yyyy)				
Last Name (Family Name)	Fir	First Name (Given Name)			Middle Initial (if any)	
Address (Street Number and Name)		City or Town	State		ZIP Code	

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Last Name (Family Name) from Section 1.

# **Supplement B, Reverification and Rehire (formerly Section 3)**

### **Department of Homeland Security**

U.S. Citizenship and Immigration Services

First Name (Given Name) from Section 1.

USCIS Form I-9 Supplement B

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Middle initial (if any) from Section 1.

reverification, is rehired wi the employee's name in the completing this page. Kee	thin three years of the date e fields above. Use a new s	the original Form I-9 was section for each reverifica mployee's Form I-9 record	orm I-9. Only use this page i completed, or provides pro- tion or rehire. Review the Fo I. Additional guidance can b	of of a orm I-9	legal name c instructions	hange. Enter	
Date of Rehire (if applicable)	New Name (if applicable)						
Date (mm/dd/yyyy)	Last Name (Family Name)		First Name (Given Name)			Middle Initial	
	ee requires reverification, you		present any acceptable List A pelow.	or List	C documentat	ion to show	
Document Title		Document Number (if any)			Expiration Date (if any) (mm/dd/yyyy)		
			yee is authorized to work in o be genuine and to relate to				
Name of Employer or Authorize	ed Representative	Signature of Employer or Authorized Representative			Today's Date (mm/dd/yyyy)		
Additional Information (Initi	al and date each notation.)					ou used an edure authorized nine documents.	
Date of Rehire (if applicable)	New Name (if applicable)						
Date (mm/dd/yyyy)	Last Name (Family Name)		First Name (Given Name)			Middle Initial	
	ee requires reverification, you orization. Enter the document		present any acceptable List A pelow.	or List	C documentat	ion to show	
Document Title		Document Number (if any)			Expiration Date (if any) (mm/dd/yyyy)		
			yee is authorized to work in o be genuine and to relate to				
Name of Employer or Authorize	ed Representative	Signature of Employer or Authorized Representative			Today's Date (mm/dd/yyyy)		
Additional Information (Initi	al and date each notation.)	·				ou used an edure authorized mine documents.	
Date of Rehire (if applicable)	New Name (if applicable)						
Date (mm/dd/yyyy)	Last Name (Family Name)		First Name (Given Name)			Middle Initial	
	ee requires reverification, you orization. Enter the document		present any acceptable List A pelow.	or List	C documentat	ion to show	
Document Title		Document Number (if any)			Expiration Date (if any) (mm/dd/yyyy)		
			yee is authorized to work in o be genuine and to relate to				
Name of Employer or Authorize	ed Representative	Signature of Employer or Authorized Representative			Today's Date	(mm/dd/yyyy)	
Additional Information (Initial	al and date each notation.)					ou used an edure authorized mine documents.	