

EMPLOYEE CONFIDENTIAL INFORMATION

Employee Name:

Social Security Number:

The following questions are required by the Equal Employment Opportunity Commission.

The answers are confidential and are not seen or considered by the individual who will be interviewing or placing you.

I am a new applicant

I am updating information

Check here for change of address or phone and enter address below:

Sex Male Female

Date of Birth: _____

Month Day Year

National Origin

C-Caucasian

A-African American

O-Asian American or Pacific Islander

S-Spanish or Hispanic or Latino

I-American Indian or Alaskan Native

X-Other (Specify) _____

Form W-4 (2012)

Purpose. Complete Form W-4 so that your employer can withhold the correct federal income tax from your pay. Consider completing a new Form W-4 each year and when your personal or financial situation changes.

Exemption from withholding. If you are exempt, complete only lines 1, 2, 3, 4, and 7 and sign the form to validate it. Your exemption for 2012 expires February 18, 2013. See Pub. 505, Tax Withholding and Estimated Tax.

Note. If another person can claim you as a dependent on his or her tax return, you cannot claim exemption from withholding if your income exceeds \$950 and includes more than \$300 of unearned income (for example, interest and dividends).

Basic instructions. If you are not exempt, complete the Personal Allowances Worksheet below. The worksheets on page 2 further adjust your withholding allowances based on itemized deductions, certain credits, adjustments to income, or two-earners/multiple jobs situations.

Complete all worksheets that apply. However, you may claim fewer (or zero) allowances. For regular wages, withholding must be based on allowances you claimed and may not be a flat amount or percentage of wages.

Head of household. Generally, you can claim head of household filing status on your tax return only if you are unmarried and pay more than 50% of the costs of keeping up a home for yourself and your dependent(s) or other qualifying individuals. See Pub. 501, Exemptions, Standard Deduction, and Filing Information, for information.

Tax credits. You can take projected tax credits into account in figuring your allowable number of withholding allowances. Credits for child or dependent care expenses and the child tax credit may be claimed using the Personal Allowances Worksheet below. See Pub. 505 for information on converting your other credits into withholding allowances.

Nonwage income. If you have a large amount of nonwage income, such as interest or dividends, consider making estimated tax payments using Form 1040-ES, Estimated Tax for Individuals. Otherwise, you may owe additional tax. If you have pension or annuity

income, see Pub. 505 to find out if you should adjust your withholding on Form W-4 or W-4P.

Two earners or multiple jobs. If you have a working spouse or more than one job, figure the total number of allowances you are entitled to claim on all jobs using worksheets from only one Form W-4. Your withholding usually will be most accurate when all allowances are claimed on the Form W-4 for the highest paying job and zero allowances are claimed on the others. See Pub. 505 for details.

Nonresident alien. If you are a nonresident alien, see Notice 1392, Supplemental Form W-4 Instructions for Nonresident Aliens, before completing this form.

Check your withholding. After your Form W-4 takes effect, use Pub. 505 to see how the amount you are having withheld compares to your projected total tax for 2012. See Pub. 505, especially if your earnings exceed \$130,000 (Single) or \$180,000 (Married).

Future developments. The IRS has created a page on IRS.gov for information about Form W-4, at www.irs.gov/w4. Information about any future developments affecting Form W-4 (such as legislation enacted after we release it) will be posted on that page.

Personal Allowances Worksheet (Keep for your records.)

A	Enter "1" for yourself if no one else can claim you as a dependent	A _____
B	Enter "1" if: <ul style="list-style-type: none"> • You are single and have only one job; or • You are married, have only one job, and your spouse does not work; or • Your wages from a second job or your spouse's wages (or the total of both) are \$1,600 or less. 	B _____
C	Enter "1" for your spouse. But, you may choose to enter "-0-" if you are married and have either a working spouse or more than one job. (Entering "-0-" may help you avoid having too little tax withheld.)	C _____
D	Enter number of dependents (other than your spouse or yourself) you will claim on your tax return	D _____
E	Enter "1" if you will file as head of household on your tax return (see conditions under Head of household above)	E _____
F	Enter "1" if you have at least \$1,900 of child or dependent care expenses for which you plan to claim a credit	F _____
G	Child Tax Credit (including additional child tax credit). See Pub. 972, Child Tax Credit, for more information. <ul style="list-style-type: none"> • If your total income will be less than \$61,000 (\$90,000 if married), enter "2" for each eligible child; then less "1" if you have three to seven eligible children or less "2" if you have eight or more eligible children. • If your total income will be between \$61,000 and \$84,000 (\$90,000 and \$119,000 if married), enter "1" for each eligible child 	G _____
H	Add lines A through G and enter total here. (Note. This may be different from the number of exemptions you claim on your tax return.) ►	H _____

For accuracy, complete all worksheets that apply.

- If you plan to itemize or claim adjustments to income and want to reduce your withholding, see the Deductions and Adjustments Worksheet on page 2.
- If you are single and have more than one job or are married and you and your spouse both work and the combined earnings from all jobs exceed \$40,000 (\$10,000 if married), see the Two-Earners/Multiple Jobs Worksheet on page 2 to avoid having too little tax withheld.
- If neither of the above situations applies, stop here and enter the number from line H on line 5 of Form W-4 below.

Separate here and give Form W-4 to your employer. Keep the top part for your records.

Form W-4 Department of the Treasury Internal Revenue Service	<h3>Employee's Withholding Allowance Certificate</h3> <p>► Whether you are entitled to claim a certain number of allowances or exemption from withholding is subject to review by the IRS. Your employer may be required to send a copy of this form to the IRS.</p>	OMB No. 1545-0074 <h1 style="font-size: 2em;">2012</h1>
1 Your first name and middle initial _____ Last name _____		2 Your social security number _____
Home address (number and street or rural route) _____		3 <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Married, but withheld at higher Single rate. Note. If married, but legally separated, or spouse is a nonresident alien, check the "Single" box.
City or town, state, and ZIP code _____		4 If your last name differs from that shown on your social security card, check here. You must call 1-800-772-1213 for a replacement card. ► <input type="checkbox"/>
5 Total number of allowances you are claiming (from line H above or from the applicable worksheet on page 2) _____		5 _____
6 Additional amount, if any, you want withheld from each paycheck		6 \$ _____
7 I claim exemption from withholding for 2012, and I certify that I meet both of the following conditions for exemption. <ul style="list-style-type: none"> • Last year I had a right to a refund of all federal income tax withheld because I had no tax liability, and • This year I expect a refund of all federal income tax withheld because I expect to have no tax liability. If you meet both conditions, write "Exempt" here ►		7 _____
Under penalties of perjury, I declare that I have examined this certificate and, to the best of my knowledge and belief, it is true, correct, and complete.		
Employee's signature (This form is not valid unless you sign it.) ► _____		Date ► _____
8 Employer's name and address (Employer: Complete lines 8 and 10 only if sending to the IRS.) _____		9 Office code (optional) _____
		10 Employer identification number (EIN) _____

Deductions and Adjustments Worksheet

Note. Use this worksheet *only* if you plan to itemize deductions or claim certain credits or adjustments to income.

1	Enter an estimate of your 2012 itemized deductions. These include qualifying home mortgage interest, charitable contributions, state and local taxes, medical expenses in excess of 7.5% of your income, and miscellaneous deductions	1	\$	_____
2	Enter: $\left\{ \begin{array}{l} \$11,900 \text{ if married filing jointly or qualifying widow(er)} \\ \$8,700 \text{ if head of household} \\ \$5,950 \text{ if single or married filing separately} \end{array} \right\}$	2	\$	_____
3	Subtract line 2 from line 1. If zero or less, enter "-0-"	3	\$	_____
4	Enter an estimate of your 2012 adjustments to income and any additional standard deduction (see Pub. 505)	4	\$	_____
5	Add lines 3 and 4 and enter the total. (Include any amount for credits from the <i>Converting Credits to Withholding Allowances for 2012 Form W-4</i> worksheet in Pub. 505.)	5	\$	_____
6	Enter an estimate of your 2012 nonwage income (such as dividends or interest)	6	\$	_____
7	Subtract line 6 from line 5. If zero or less, enter "-0-"	7	\$	_____
8	Divide the amount on line 7 by \$3,800 and enter the result here. Drop any fraction	8		_____
9	Enter the number from the <i>Personal Allowances Worksheet</i> , line H, page 1	9		_____
10	Add lines 8 and 9 and enter the total here. If you plan to use the <i>Two-Earners/Multiple Jobs Worksheet</i> , also enter this total on line 1 below. Otherwise, stop here and enter this total on Form W-4, line 5, page 1	10		_____

Two-Earners/Multiple Jobs Worksheet (See *Two earners or multiple jobs* on page 1.)

Note. Use this worksheet *only* if the instructions under line H on page 1 direct you here.

1	Enter the number from line H, page 1 (or from line 10 above if you used the <i>Deductions and Adjustments Worksheet</i>)	1	_____
2	Find the number in Table 1 below that applies to the LOWEST paying job and enter it here. However, if you are married filing jointly and wages from the highest paying job are \$65,000 or less, do not enter more than "3"	2	_____
3	If line 1 is more than or equal to line 2, subtract line 2 from line 1. Enter the result here (if zero, enter "-0-") and on Form W-4, line 5, page 1. Do not use the rest of this worksheet	3	_____

Note. If line 1 is less than line 2, enter "-0-" on Form W-4, line 5, page 1. Complete lines 4 through 9 below to figure the additional withholding amount necessary to avoid a year-end tax bill.

4	Enter the number from line 2 of this worksheet	4	_____
5	Enter the number from line 1 of this worksheet	5	_____
6	Subtract line 5 from line 4	6	_____
7	Find the amount in Table 2 below that applies to the HIGHEST paying job and enter it here	7	\$ _____
8	Multiply line 7 by line 6 and enter the result here. This is the additional annual withholding needed	8	\$ _____
9	Divide line 8 by the number of pay periods remaining in 2012. For example, divide by 26 if you are paid every two weeks and you complete this form in December 2011. Enter the result here and on Form W-4, line 6, page 1. This is the additional amount to be withheld from each paycheck	9	\$ _____

Table 1				Table 2			
Married Filing Jointly		All Others		Married Filing Jointly		All Others	
If wages from LOWEST paying job are—	Enter on line 2 above	If wages from LOWEST paying job are—	Enter on line 2 above	If wages from HIGHEST paying job are—	Enter on line 7 above	If wages from HIGHEST paying job are—	Enter on line 7 above
\$0 - \$5,000	0	\$0 - \$8,000	0	\$0 - \$70,000	\$570	\$0 - \$35,000	\$570
5,001 - 12,000	1	8,001 - 15,000	1	70,001 - 125,000	850	35,001 - 90,000	850
12,001 - 22,000	2	15,001 - 25,000	2	125,001 - 190,000	1,060	90,001 - 170,000	1,060
22,001 - 25,000	3	25,001 - 30,000	3	190,001 - 340,000	1,250	170,001 - 375,000	1,250
25,001 - 30,000	4	30,001 - 40,000	4	340,001 and over	1,330	375,001 and over	1,330
30,001 - 40,000	5	40,001 - 50,000	5				
40,001 - 48,000	6	50,001 - 65,000	6				
48,001 - 55,000	7	65,001 - 80,000	7				
55,001 - 65,000	8	80,001 - 95,000	8				
65,001 - 72,000	9	95,001 - 120,000	9				
72,001 - 85,000	10	120,001 and over	10				
85,001 - 97,000	11						
97,001 - 110,000	12						
110,001 - 120,000	13						
120,001 - 135,000	14						
135,001 and over	15						

Privacy Act and Paperwork Reduction Act Notice. We ask for the information on this form to carry out the Internal Revenue laws of the United States. Internal Revenue Code sections 3402(f)(2) and 6109 and their regulations require you to provide this information; your employer uses it to determine your federal income tax withholding. Failure to provide a properly completed form will result in your being treated as a single person who claims no withholding allowances; providing fraudulent information may subject you to penalties. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation; to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their tax laws; and to the Department of Health and Human Services for use in the National Directory of New Hires. We may also disclose this information to other countries under a tax treaty, to federal and state agencies to enforce federal nontax criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism.

You are not required to provide the information requested on a form that is subject to the Paperwork Reduction Act unless the form displays a valid OMB control number. Books or records relating to a form or its instructions must be retained as long as their contents may become material in the administration of any Internal Revenue law. Generally, tax returns and return information are confidential, as required by Code section 6103.

The average time and expenses required to complete and file this form will vary depending on individual circumstances. For estimated averages, see the instructions for your income tax return.

If you have suggestions for making this form simpler, we would be happy to hear from you. See the instructions for your income tax return.

Notice to Employee

1. For state purposes, an individual may claim only natural dependency exemptions. This includes the taxpayer, spouse and each dependent. Dependents are the same as defined in the Internal Revenue Code and as claimed in the taxpayer's federal income tax return for the taxable year for which the taxpayer would have been permitted to claim had the taxpayer filed such a return.

2. You may file a new certificate at any time if the number of your exemptions **Increases**.

You must file a new certificate within 10 days if the number of exemptions previously claimed by you **decreases** because:


- (a) Your spouse for whom you have been claiming exemption is divorced or legally separated, or claims her (or his) own exemption on a separate certificate.
- (b) The support of a dependent for whom you claimed exemption is taken over by someone else.
- (c) You find that a dependent for whom you claimed exemption must be dropped for federal purposes.

The death of a spouse or a dependent does not affect your withholding until the next year but requires the filing of a new certificate. If possible, file a new certificate by Dec. 1st of the year in which the death occurs.

For further information, consult the Ohio Department of Taxation, Personal and School District Income Tax Division, or your employer.

3. If you expect to owe more Ohio income tax than will be withheld, you may claim a smaller number of exemptions; or under an agreement with your employer, you may have an additional amount withheld each pay period.

4. A married couple with both spouses working and filing a joint return will, in many cases, be required to file an individual estimated income tax form IT 1040ES even though Ohio income tax is being withheld from their wages. This result may occur because the tax on their combined income will be greater than the sum of the taxes withheld from the husband's wages and the wife's wages. This requirement to file an individual estimated income tax form IT 1040ES may also apply to an individual who has two jobs, both of which are subject to withholding. In lieu of filing the individual estimated income tax form IT 1040ES, the individual may provide for additional withholding with his employer by using line 5.

 please detach here



Department of
Taxation

Employee's Withholding Exemption Certificate

Print full name _____ Social Security number _____

Home address and ZIP code _____

Public school district of residence _____ School district no. _____
(See *The Finkler* at tax.ohio.gov)

1. Personal exemption for yourself, enter "1" if claimed _____

2. If married, personal exemption for your spouse if not separately claimed (enter "1" if claimed) _____

3. Exemptions for dependents _____

4. Add the exemptions that you have claimed above and enter total _____

5. Additional withholding per pay period under agreement with employer _____ \$ _____

Under the penalties of perjury, I certify that the number of exemptions claimed on this certificate does not exceed the number to which I am entitled.

Signature _____ Date _____

Ohio Public School District Numbers

Below is a list of the identification numbers of all public school districts in Ohio. Enter on the front of Ohio forms IT 1040 or IT 1040EZ the number of the school district where you lived or where you were domiciled for the majority of 2007. Each district is listed under the county or counties in which the school district is located. Do not use nonpublic or joint vocational school districts. Full-year non-Ohio domiciliaries should use 9999.

An asterisk (*) indicates school districts (printed in red) with an income tax in effect for 2007. If you lived in or were domiciled in one of these school districts for all or part of the year, you are required to file a school district income tax return, Ohio form SD 100.

If you do not know the public school district in which you live, please use *The Finder* at tax.ohio.gov.

ADAMS COUNTY		BELMONT COUNTY (cont.)		CLERMONT COUNTY (cont.)	
Adams County/Ohio Valley LSD	0101	Shadyside LSD	0705	* Clermont-Northeastern LSD	1303
Bright LSD	3601	St. Clairsville-Richland CSD	0706	Felicity-Franklin LSD	1304
Eastern LSD	0801	Switzerland of Ohio LSD	5601	Forest Hills LSD	3104
Manchester LSD	0102	Union LSD	0707	* Goshen LSD	1305
ALLEN COUNTY		BROWN COUNTY		Little Miami LSD	
Allen East LSD	0201	Bethel-Tate LSD	1302	Loveland CSD	3108
Bath LSD	0202	Blanchester LSD	1401	Millford EVSD	1306
Bluffton EVSD	0203	* Clermont-Northeastern LSD	1303	New Richmond EVSD	1307
* Columbus Grove LSD	6901	Eastern LSD	0801	Western Brown LSD	0805
Delphos CSD	0204	Fayetteville-Perry LSD	0802	West Clermont LSD	1308
Elida LSD	0205	Georgetown EVSD	0803	Williamsburg LSD	1309
Uma CSD	0206	Lynchburg-Clay LSD	3605	CLINTON COUNTY	
* Pandora-Gilboa LSD	6909	Ripley Union Lewis Huntington LSD	0804	Blanchester LSD	1401
Perry LSD	0207	Western Brown LSD	0805	Clinton-Massie LSD	1402
Shawnee LSD	0208	Williamsburg LSD	1309	East Clinton LSD	1403
* Spencerville LSD	0209	BUTLER COUNTY		Fairfield LSD	3602
* Waynesfield-Goshen LSD	0606	College Corner LSD	6601	Fayetteville-Perry LSD	0802
ASHLAND COUNTY		Edgewood CSD	0901	* Greeneview LSD	2904
Ashland CSD	0301	Fairfield CSD	0902	Lynchburg-Clay LSD	3605
Black River LSD	5201	Hamilton CSD	0903	Miami Trace LSD	2401
Crestview LSD	7002	Lakota LSD	0904	* Wilmington CSD	1404
Hillsdale LSD	0302	* Madison LSD	0905	COLUMBIANA COUNTY	
* Loudonville-Perrysville EVSD	0303	Mason CSD	8307	Alliance CSD	7801
Lucas LSD	7004	Middletown CSD	0906	Beaver LSD	1501
Mapleton LSD	0304	Monroe LSD	0910	* Columbiana EVSD	1502
* New London LSD	3903	* New Miami LSD	0907	* Crestview LSD	1503
* Northwestern LSD	8505	Northwest LSD	3113	East Liverpool CSD	1504
West Holmes LSD	3802	* Preble Shawnee LSD	6804	East Palestine CSD	1505
ASHTABULA COUNTY		Princeton CSD	3116	Leetonia EVSD	1506
Ashtabula Area CSD	0401	* Ross LSD	0908	Lisbon EVSD	1507
Buckeye LSD	0402	* Southwest LSD	3118	Minerva LSD	7810
Conneaut Area CSD	0403	* Talawanda CSD	0909	Salem CSD	1508
Geneva Area CSD	0404	CARROLL COUNTY		Southern LSD	1509
Grand Valley LSD	0405	Brown LSD	1001	* United LSD	1510
Jefferson Area LSD	0406	Carrollton EVSD	1002	Wellsville LSD	1511
* Ledgesmont LSD	2805	Conolon Valley Union LSD	3401	West Branch LSD	5012
Pymatuning Valley LSD	0407	Edison LSD	4102	COSHOCTON COUNTY	
ATHENS COUNTY		Harrison Hills CSD	3402	Coshocton CSD	1601
Alexander LSD	0501	Minerva LSD	7610	East Knox LSD	4203
* Athens CSD	0502	Osnaburg LSD	7813	Garaway LSD	7903
Federal Hocking LSD	0503	Sandy Valley LSD	7816	Newcomerstown EVSD	7905
Nelsonville-York CSD	0504	Southern LSD	1509	Ridgewood LSD	1602
Trimble LSD	0505	CHAMPAIGN COUNTY		River View LSD	1603
Warren LSD	8405	Graham LSD	1101	Tri-Valley LSD	6004
AUGLAIZE COUNTY		* Mechanicsburg EVSD	1102	West Holmes LSD	3802
Bolkins LSD	7602	* Miami East LSD	5504	CRAWFORD COUNTY	
Indian Lake LSD	4603	Northeastern LSD	1203	* Buckeye Central LSD	1701
Jackson Center LSD	7606	Northwestern LSD	1204	Bucyrus CSD	1702
Marion LSD	5403	* Triad LSD	1103	Colonel Crawford LSD	1703
* Minster LSD	0801	Urbana CSD	1104	Crestline EVSD	1704
* New Bremen LSD	0602	* West Liberty-Salem LSD	1105	Gallon CSD	1705
* New Knoxville LSD	0603	CLARK COUNTY		* Mohawk LSD	8802
* Parkway LSD	5405	Cedar Cliff LSD	2902	* Plymouth-Shioh LSD	7007
Shawnee LSD	0208	Clark-Shawnee LSD	1207	Ridgedale LSD	5104
* Spencerville LSD	0209	* Fairborn CSD	2903	* Upper Sandusky EVSD	8603
St. Marys CSD	0604	Greenon LSD	1201	Willard CSD	3907
* Upper Scioto Valley LSD	3306	Northeastern LSD	1203	Wynford LSD	1706
* Wapakonata CSD	0605	Northwestern LSD	1204	CUYAHOGA COUNTY	
* Waynesfield-Goshen LSD	0606	* Southeastern LSD	1205	Bay Village CSD	1801
BELMONT COUNTY		Springfield CSD	1206	Beachwood CSD	1802
Barnesville EVSD	0701	Tecumseh LSD	1202	Bedford CSD	1803
Bellaire CSD	0702	* Yellow Springs EVSD	2907	Berea CSD	1804
Bridgeport EVSD	0703	CLERMONT COUNTY		Brecksville-Broadview Heights CSD	1806
Buckeye LSD	4101	Balavia LSD	1301	Brooklyn CSD	1807
Harrison Hills CSD	3402	Bethel-Tate LSD	1302	Chagrin Falls EVSD	1808
Martins Ferry CSD	0704	Blanchester LSD	1401	Cleveland Municipal CSD	1809
				Cleveland Hts.-University Hts. CSD	1810

CUYAHOGA COUNTY (cont.)

Cuyahoga Heights LSD	1811
East Cleveland CSD	1812
Eucld CSD	1813
Fairview Park CSD	1814
Garfield Heights CSD	1816
Independence LSD	1816
Lakewood CSD	1817
Maple Heights CSD	1818
Mayfield CSD	1819
North Olmsted CSD	1820
North Royalton CSD	1821
Olmsted Falls CSD	1822
Orange CSD	1823
Parma CSD	1824
Richmond Heights LSD	1825
Rocky River CSD	1826
Shaker Heights CSD	1827
Solon CSD	1828
South Euclid-Lyndhurst CSD	1829
Strongsville CSD	1830
Warrensville Heights CSD	1831
Westlake CSD	1832

DARKE COUNTY

* Ansonia LSD	1901
* Arcanum-Butler LSD	1902
* Bradford EVSD	5502
* Fort Loramie LSD	7504
* Fort Recovery LSD	5408
* Franklin Monroe LSD	1903
* Greenville CSD	1904
* Marion LSD	5403
* Minster LSD	0601
* Mississinawa Valley LSD	1905
* National Trail LSD	6802
* Newton LSD	5506
* Northmont CSD	5709
* Russia LSD	7507
* St. Henry Consolidated LSD	5407
* Tri-County North LSD	6806
* Tri-Village LSD	1906
* Versailles EVSD	1907

DEFIANCE COUNTY

Ayersville LSD	2001
* Central LSD	2002
* Defiance CSD	2003
* Edgerton LSD	8802
* Hicksville EVSD	2004
* Northeastern LSD	2005

DELAWARE COUNTY

* Big Walnut LSD	2101
* Buckeye Valley LSD	2102
* Centerburg LSD	4201
Delaware CSD	2103
Dublin CSD	2513
Elgin LSD	5101
* Highland LSD	5902
* Johnstown-Monroe LSD	4503
* Northridge LSD	4509
* North Union LSD	8003
* Olenangy LSD	2104
* Westerville CSD	2514

ERIE COUNTY

* Bellevue CSD	3901
Berlin-Milan LSD	2201
Firelands LSD	4707
Huron CSD	2202
Kelleys Island LSD	2203
Margaretta LSD	2204
Monroeville LSD	3902
Perkins LSD	2205
Sandusky CSD	2206
Vermilion LSD	2207
* Western Reserve LSD	3906

FAIRFIELD COUNTY

Amanda-Clearcreek LSD	2301
* Berne Union LSD	2302
* Bloom-Carroll LSD	2303
* Canal Winchester LSD	2502
* Fairfield Union LSD	2304
* Lancaster CSD	2305
* Liberty Union-Thurston LSD	2306
Northern LSD	6403

FAIRFIELD COUNTY (cont.)

* Pickerington LSD	2307
* Reynoldsburg CSD	2509
* Southwest Licking LSD	4510
* Teays Valley LSD	6503
* Walnut Township LSD	2308

FAYETTE COUNTY

East Clinton LSD	1403
* Greenview LSD	2904
* Greenfield EVSD	3603
Madison-Plains LSD	4904
Miami Trace LSD	2401
Washington Court House CSD	2402

FRANKLIN COUNTY

* Bexley CSD	2501
* Canal Winchester LSD	2502
Columbus CSD	2503
Dublin CSD	2513
Gahanna-Jefferson CSD	2506
Grandview Heights CSD	2504
Groveport Madison LSD	2507
Hamilton LSD	2505
Hilliard CSD	2510
* Jonathan Alder LSD	4902
Licking Heights LSD	4505
Madison-Plains LSD	4904
New Albany-Plain LSD	2508
Olentangy LSD	2104
* Pickerington LSD	2307
* Reynoldsburg CSD	2509
South-Western CSD	2511
* Teays Valley LSD	6503
Upper Arlington CSD	2512
Westerville CSD	2514
Whitehall CSD	2515
Worthington CSD	2516

FULTON COUNTY

Anthony Wayne LSD	4801
Archbold-Area LSD	2801
* Evergreen LSD	2802
* Gosham Fayette LSD	2603
* Liberty Center LSD	3502
* Pellisville LSD	2604
* Pike-Delta-York LSD	2605
* Swanton LSD	2606
Wauseon EVSD	2607

GALLIA COUNTY

Fairland LSD	4403
Gallia County LSD	2701
Gallipolis CSD	2702
Symmes Valley LSD	4407
Vinton County LSD	8201

GEAUGA COUNTY

* Berkshire LSD	2801
Cardinal LSD	2802
Chagrin Falls EVSD	1808
Chardon LSD	2803
Kenslon LSD	2804
Kirland LSD	4302
* Ledgemont LSD	2805
Madison LSD	4303
Mentor EVSD	4304
Newbury LSD	2806
Riverside LSD	4306
West Geauga LSD	2807

GREENE COUNTY

Beavercreek LSD	2901
* Cedar Cliff LSD	2902
Clinton-Massie LSD	1402
* Fairborn CSD	2903
* Greenview LSD	2904
* Southeastern LSD	1205
Sugarcreek LSD	2905
Wayne LSD	8308
* Wilmington CSD	1404
* Xenia Community CSD	2806
* Yellow Springs EVSD	2907

GUERNSEY COUNTY

Cambridge CSD	3001
East Guernsey LSD	3002
East Muskingum LSD	6001

GUERNSEY COUNTY (cont.)

Newcomerstown EVSD	7905
Noble LSD	6102
Ridgewood LSD	1802
Rolling Hills LSD	3003

HAMILTON COUNTY

Cincinnati CSD	3101
Dear Park Community CSD	3102
Finnestown LSD	3103
Forest Hills LSD	3104
Indian Hill EVSD	3106
Lockland CSD	3107
Loveland CSD	3108
Madeira CSD	3109
Mariemont CSD	3110
Milford EVSD	1308
Mount Healthy CSD	3111
North College Hill CSD	3112
Northwest LSD	3113
Norwood CSD	3114
Oak Hills LSD	3115
Princeton CSD	3116
Reading Community CSD	3117
* Southwest LSD	3118
St. Bernard-Elmwood Place CSD	3119
Sycamore Community CSD	3120
Three Rivers LSD	3121
Winton Woods CSD	3105
* Wyoming CSD	3122

HANCOCK COUNTY

* Ada EVSD	3301
* Arcadia LSD	3201
* Arlington LSD	3202
Bluffton EVSD	0203
* Cory-Rawson LSD	3203
* Elmwood LSD	8703
Findlay CSD	3204
Fostoria CSD	7402
* Hardin Northern LSD	3302
* Liberty-Benton LSD	3205
* McComb LSD	3206
North Ballimore LSD	8705
* Riverdale LSD	3305
Van Buren LSD	3207
* Vanlue LSD	3208

HARDIN COUNTY

* Ada EVSD	3301
Benjamin Logan LSD	4802
Elgin LSD	5101
* Hardin Northern LSD	3302
* Kenton CSD	3303
* Ridgemont LSD	3304
* Riverdale LSD	3305
* Upper Scioto Valley LSD	3306

HARRISON COUNTY

Buckeye LSD	4101
Conillon Valley Union LSD	3401
Edison LSD	4102
Harrison Hills CSD	3402
Union LSD	0707

HENRY COUNTY

Archbold-Area LSD	2601
* Bowling Green CSD	8701
* Holgate LSD	3501
* Liberty Center LSD	3502
Napoleon Area CSD	3503
* Osego LSD	8707
* Patrick Henry LSD	3504
* Pellisville LSD	2604

HIGHLAND COUNTY

Adams County/Ohio Valley LSD	0101
Bright LSD	3601
East Clinton LSD	1403
Eastern LSD	0801
Fairfield LSD	3602
Fayetteville-Perry LSD	0802
* Greenfield EVSD	3603
* Hillsboro CSD	3604
Lynchburg-Clay LSD	3605
Miami Trace LSD	2401

*School district income tax in effect for 2007.

HOCKING COUNTY	
* Berne Union LSD	2302
* Fairfield Union LSD	2304
* Logan Elm LSD	6502
Logan-Hocking LSD	3701
Nelsonville-York CSD	0504
Southern LSD	6404
Vinton County LSD	8201

HOLMES COUNTY	
* Danville LSD	4202
East Holmes LSD	3801
Garaway LSD	7903
* Loudonville-Perrysville EVSD	0303
Southeast LSD	8508
Triway LSD	8509
West Holmes LSD	3802

HURON COUNTY	
* Bellevue CSD	3901
Berlin-Milan LSD	2201
* Buckeye Central LSD	1701
Monroeville LSD	3902
* New London LSD	3903
* Norwalk CSD	3904
* Plymouth-Shiloh LSD	7007
* Seneca East LSD	7406
* South Central LSD	3905
* Wellington EVSD	4716
* Western Reserve LSD	3906
Willard CSD	3907

JACKSON COUNTY	
Eastern LSD	6601
Gallia County LSD	2701
Jackson CSD	4001
Oak Hill Union LSD	4002
Vinton County LSD	8201
Wellston CSD	4003

JEFFERSON COUNTY	
Buckeye LSD	4101
Edison LSD	4102
Harrison Hills CSD	3402
Indian Creek LSD	4103
Southern LSD	1509
Steubenville CSD	4104
Toronto CSD	4105

KNOX COUNTY	
* Centerburg LSD	4201
Clear Fork Valley LSD	7001
* Danville LSD	4202
East Knox LSD	4203
Fredericktown LSD	4204
* Loudonville-Perrysville EVSD	0303
Mount Vernon CSD	4205
North Fork LSD	4508
* Northridge LSD	4509

LAKE COUNTY	
Chardon LSD	2803
Fairport Harbor EVSD	4301
Kirtland LSD	4302
Madison LSD	4303
Mentor EVSD	4304
Painesville City LSD	4305
Riverside LSD	4306
Perry LSD	4307
Wickliffe CSD	4308
Willoughby-Eastlake CSD	4309

LAWRENCE COUNTY	
Chesapeake Union EVSD	4401
Dawson-Bryant LSD	4402
Fairland LSD	4403
Ironton CSD	4404
Oak Hill Union LSD	4002
Rock Hill LSD	4405
South Point LSD	4406
Symmes Valley LSD	4407

LICKING COUNTY	
* Centerburg LSD	4201
East Knox LSD	4203
Granville EVSD	4501
Heath CSD	4502
* Johnstown-Monroe LSD	4503

LICKING COUNTY (cont.)	
Lakewood LSD	4504
Licking Heights LSD	4505
* Licking Valley LSD	4506
New Albany-Plain LSD	2508
* Newark CSD	4507
North Fork LSD	4508
Northern LSD	6403
* Northridge LSD	4509
* Reynoldsburg CSD	2509
River View LSD	1603
* Southwest Licking LSD	4510
West Muskingum LSD	6005

LOGAN COUNTY	
Bellefontaine CSD	4601
Benjamin Logan LSD	4602
Indian Lake LSD	4603
Jackson Center LSD	7606
* Ridgmont LSD	3304
* Riverside LSD	4604
Sidney CSD	7608
* Triad LSD	1103
* Upper Scioto Valley LSD	3308
* Waynesfield-Goshen LSD	0806
* West Liberty-Salem LSD	1105

LORAIN COUNTY	
Amherst EVSD	4701
Avon Lake CSD	4702
Avon LSD	4703
Black River LSD	5201
Clearview LSD	4704
Columbla LSD	4705
Elyria CSD	4706
Firelands LSD	4707
Keystone LSD	4708
Lorain CSD	4709
Mapleton LSD	0304
Mdview LSD	4710
* New London LSD	3903
North Ridgville CSD	4711
* Oberlin CSD	4712
Olmsted Falls CSD	1922
Sheffield-Sheffield Lake CSD	4713
Strongsville CSD	1830
Vermilion LSD	2207
* Wellington EVSD	4715

LUCAS COUNTY	
Anthony Wayne LSD	4801
* Evergreen LSD	2602
Maumee CSD	4802
Oregon CSD	4803
* Olsego LSD	8707
Ottawa Hills LSD	4804
Springfield LSD	4805
* Swanton LSD	2806
Sylvania CSD	4806
Toledo CSD	4807
Washington LSD	4808

MADISON COUNTY	
* Fairbanks LSD	8001
* Jefferson LSD	4901
* Jonathan Alder LSD	4902
* London CSD	4903
Madison-Plains LSD	4904
* Mechanicsburg EVSD	1102
Miami Trace LSD	2401
Westfall LSD	6504

MAHONING COUNTY	
Alliance CSD	7601
Austintown LSD	5001
Boardman LSD	5002
Campbell CSD	6003
Canfield LSD	5004
* Columbiana EVSD	1502
Hubbard EVSD	7809
Jackson-Milton LSD	5005
Leetonia EVSD	1506
Lowellville LSD	5006
Poland LSD	5007
* Sebring LSD	5008
South Range LSD	6009
* Springfield LSD	5010
Struthers CSD	5011

MAHONING COUNTY (cont.)	
Weathersfield LSD	7821
West Branch LSD	5012
Western Reserve LSD	5013
Youngstown CSD	5014

MARION COUNTY	
* Buckeye Valley LSD	2102
Cardington-Lincoln LSD	5901
Elgin LSD	5101
Marion CSD	5102
* Northmor LSD	5904
Pleasant LSD	5103
Ridgedale LSD	5104
River Valley LSD	5105
* Upper Sandusky EVSD	8803

MEDINA COUNTY	
Black River LSD	5201
Brunswick CSD	5202
Buckeye LSD	5203
* Cloverleaf LSD	5204
Highland LSD	5205
Medina CSD	5206
North Central LSD	8504
Rittman EVSD	8507
Wadsworth CSD	5207

MEIGS COUNTY	
Alexander LSD	0501
Eastern LSD	5301
Meigs LSD	5302
Southern LSD	5303

MERCER COUNTY	
* Celina CSD	5401
* Coldwater EVSD	5402
* Fort Recovery LSD	5406
Marion LSD	5403
* Minster LSD	0801
* New Bremen LSD	0802
* Parkway LSD	6405
St. Henry Consolidated LSD	5407

MIAMI COUNTY	
Bethel LSD	6501
* Bradford EVSD	5502
* Covington EVSD	5503
* Franklin Monroe LSD	1903
* Miami East LSD	5504
Milton-Union EVSD	5505
* Newton LSD	5506
Northmont CSD	5709
* Piqua CSD	5507
Tecumseh LSD	1202
Tipp City EVSD	5508
* Troy CSD	5509

MONROE COUNTY	
Noble LSD	6102
Switzerland of Ohio LSD	5801

MONTGOMERY COUNTY	
Beavercreek LSD	2901
Brookville LSD	5701
* Carlisle LSD	8301
Centerville CSD	5702
Dayton CSD	5703
* Fairborn CSD	2903
Huber Heights CSD	5715
Jefferson Township LSD	5704
Kettering CSD	5705
Mad River LSD	5706
Miamisburg CSD	6707
* New Lebanon LSD	5708
Northmont CSD	5709
Northridge LSD	5710
Oakwood CSD	5711
* Preble Shawnee LSD	8804
Tri-County North LSD	6808
Trotwood-Madison CSD	5712
* Valley View LSD	5713
Vandalia-Butler CSD	5714
West Carrollton CSD	5716

MORGAN COUNTY	
Federal Hocking LSD	0503
Fort Frye LSD	8402

*School district Income tax in effect for 2007.

MORGAN COUNTY (cont.)	
Morgan LSD	5801
Trimble LSD	0505

MORROW COUNTY	
* Buckeye Valley LSD	2102
Cardington-Lincoln LSD	5901
Fredericktown LSD	4204
Gallon CSD	1705
* Highland LSD	5802
Lexington LSD	7003
* Mount Gilead EVSD	5903
* Northmor LSD	5804
River Valley LSD	5105

MUSKINGUM COUNTY	
East Muskingum LSD	6001
Franklin LSD	6002
* Licking Valley LSD	4506
Maysville LSD	6003
Morgan LSD	5801
River View LSD	1603
Rolling Hills LSD	3003
Tri-Valley LSD	6004
West Muskingum LSD	6005
Zanesville CSD	6006

NOBLE COUNTY	
Caldwell EVSD	6101
Fort Frye LSD	8402
Noble LSD	6102
Rolling Hills LSD	3003
Switzerland of Ohio LSD	5601

OTTAWA COUNTY	
Benton-Carroll-Salem LSD	6201
Danbury LSD	6202
Genoa Area LSD	6203
Lake LSD	8704
Middle Bass LSD	6204
North Bass LSD	6205
Port Clinton CSD	8206
Put-In-Bay LSD	6207
Woodmore LSD	7205

PAULDING COUNTY	
* Antwerp LSD	6301
* Defiance CSD	2003
Ottoville LSD	8908
* Paulding EVSD	6302
* Wayne Trace LSD	6303

PERRY COUNTY	
Crooksville EVSD	6401
* Fairfield Union LSD	2304
Franklin LSD	6002
Logan-Hocking LSD	3701
New Lexington CSD	6402
Northern LSD	6403
Southern LSD	6404

PICKAWAY COUNTY	
* Adena LSD	7101
* Circleville CSD	6501
* Logan Elm LSD	6502
Miami Trace LSD	2401
South-Western CSD	2511
* Teays Valley LSD	6503
Westfall LSD	6504

PIKE COUNTY	
Eastern LSD	6601
Scioto Valley LSD	6602
Waverly CSD	6603
Western LSD	6604

PORTAGE COUNTY	
Aurora CSD	6701
Crestwood LSD	6702
Field LSD	6703
James A. Garfield LSD	6704
Kent CSD	6705
Lake LSD	7606
Mogadore LSD	7709
Ravenna CSD	6706
Rootstown LSD	6707
Southeast LSD	6708
Springfield LSD	7713

PORTAGE COUNTY (cont.)	
Slow-Munroe Falls CSD	7714
Streetsboro CSD	6709
Tallmadge CSD	7715
Waterloo LSD	6710
West Branch LSD	5012
Windham EVSD	6711

PREBLE COUNTY	
Brookville LSD	5701
College Corner LSD	6801
* Eaton CSD	6803
Edgewood CSD	0901
* National Trail LSD	6802
* Preble Shawnee LSD	6804
* Talawanda CSD	0809
Tri-County North LSD	6806
* Twin Valley Community LSD	6805
* Valley View LSD	5713

PUTNAM COUNTY	
* Columbus Grove LSD	6901
* Continental LSD	6902
* Jennings LSD	6903
* Kallda LSD	6904
* Leipsic LSD	6905
* McComb LSD	3206
* Miller City-New Cleveland LSD	6906
* Ottawa-Glandorf LSD	6907
Ottoville LSD	6908
* Pandora-Gilboa LSD	6909
* Patrick Henry LSD	3504
* Paulding EVSD	6302
* Wayne Trace LSD	6303

RICHLAND COUNTY	
Ashland CSD	0301
* Buckeye Central LSD	1701
Clear Fork Valley LSD	7001
Cresline EVSD	1704
Crestview LSD	7002
Galion CSD	1705
Lexington LSD	7003
* Loudonville-Perrysville EVSD	0303
Lucas LSD	7004
Madison LSD	7005
Mansfield CSD	7006
* Northmor LSD	5904
Ontario LSD	7009
* Plymouth-Shiloh LSD	7007
* Shelby CSD	7008
* South Central LSD	3905

ROSS COUNTY	
* Adena LSD	7101
Chillicothe CSD	7102
* Greenfield EVSD	3803
Huntington LSD	7103
Miami Trace LSD	2401
Paint Valley LSD	7104
Southeastern LSD	7105
* Union-Scioto LSD	7106
Waverly CSD	6603
Zane Trace LSD	7107

SANDUSKY COUNTY	
* Bellevue CSD	3901
Clyde-Green Springs EVSD	7201
* Fremont CSD	7202
Gibsonburg EVSD	7203
* Lakota LSD	7204
Margaretta LSD	2204
* Old Fort LSD	7405
Woodmore LSD	7205

SCIOTO COUNTY	
Bloom-Vernon LSD	7301
Clay LSD	7302
Eastern LSD	6801
Green LSD	7303
Minford LSD	7304
New Boston LSD	7305
Northwest LSD	7306
Portsmouth CSD	7307
Scioto Valley LSD	6602
Valley LSD	7308
Washington-Nite LSD	7309
Wheelersburg LSD	7310

SENECA COUNTY	
* Arcadia LSD	3201
* Bellevue CSD	3901
* Bellsville LSD	7401
* Buckeye Central LSD	1701
* Carey EVSD	6801
Clyde-Green Springs EVSD	7201
Fostoria CSD	7402
Hopewell-Loudon LSD	7403
* Lakota LSD	7204
* Mohawk LSD	6802
* New Riegel LSD	7404
* Old Fort LSD	7405
* Seneca East LSD	7406
Tiffin CSD	7407
* Vanlue LSD	3208

SHELBY COUNTY	
* Anna LSD	7501
* Bradford EVSD	6502
Bolkins LSD	7502
* Fairlawn LSD	7503
* Fort Loramie LSD	7504
Graham LSD	1101
* Hardin-Houston LSD	7505
Jackson Center LSD	7506
* Minster LSD	6601
* New Bremen LSD	6602
* New Knoxville LSD	6603
* Riverside LSD	4604
* Russia LSD	7507
Sidney CSD	7508
* Versailles EVSD	1907

STARK COUNTY	
Alliance CSD	7601
Brown LSD	1001
Canton CSD	7602
Canton LSD	7603
Fairless LSD	7604
Jackson LSD	7605
Lake LSD	7606
Louisville CSD	7607
Marlington LSD	7608
Massillon CSD	7609
Minerva LSD	7610
North Canton CSD	7611
Northwest LSD	7612
Osnaburg LSD	7613
Perry LSD	7614
Plain LSD	7615
Sandy Valley LSD	7616
Southeast LSD	8508
Tuscarawas Valley LSD	7908
Tustaw LSD	7617

SUMMIT COUNTY	
Akron CSD	7701
Aurora CSD	6701
Barberton CSD	7702
Copley-Fairlawn CSD	7703
Coventry LSD	7704
Cuyahoga Falls CSD	7705
Green LSD	7707
Highland LSD	6205
Hudson CSD	7708
Jackson LSD	7605
Manchester LSD	7706
Mogadore LSD	7709
Nardon Hills CSD	7710
Northwest LSD	7612
Norton CSD	7711
Revere LSD	7712
Springfield LSD	7713
Slow-Munroe Falls CSD	7714
Tallmadge CSD	7715
Twinsburg CSD	7716
Woodridge LSD	7717

TRUMBULL COUNTY	
Bloomfield-Mespo LSD	7801
Bristol LSD	7802
Brookfield LSD	7803
Cardinal LSD	2802
Champlon LSD	7804
Girard CSD	7807
Howland LSD	7808
Hubbard EVSD	7809

TRUMBULL COUNTY (cont.)

Jackson-Milton LSD	5005
Joseph Badger LSD	7810
LaBrae LSD	7811
Lakeview LSD	7812
Liberty LSD	7813
Lordsdown LSD	7814
Maplewood LSD	7815
Mathews LSD	7806
McDonaki LSD	7816
Newton Falls EVSD	7817
Niles CSD	7818
Southington LSD	7819
Warren CSD	7820
Weathersfield LSD	7821

TUSCARAWAS COUNTY

Claymont CSD	7901
Dover CSD	7902
Fairless LSD	7604
Garaway LSD	7903
Harrison Hills CSD	3402
Indian Valley LSD	7904
Newcomerstown EVSD	7905
New Philadelphia CSD	7906
Ridgewood LSD	1602
Sandy Valley LSD	7616
Strasburg-Franklin LSD	7907
Tuscarawas Valley LSD	7908

UNION COUNTY

Benjamin Logan LSD	4602
* Buckeye Valley LSD	2102
Dublin CSD	2513
* Fairbanks LSD	8001
Hilliard CSD	2510
* Jonathan Alder LSD	4902
Marysville EVSD	8002
* North Union LSD	8003
* Triad LSD	1103

VAN WERT

* Crestview LSD	8101
Delphos CSD	0204
Lincolntown LSD	8102
* Parkway LSD	5405
* Spencerville LSD	0209

VAN WERT COUNTY (cont.)

* Van Wert CSD	8104
* Wayne Trace LSD	6303

VINTON COUNTY

Alexander LSD	0501
Logan-Hocking LSD	3701
Vinton County LSD	6201

WARREN COUNTY

Blanchester LSD	1401
* Carlisle LSD	8301
Clinton-Massie LSD	1402
Franklin CSD	8304
* Goshen LSD	1305
Kings LSD	8303
Lebanon CSD	8305
Little Miami LSD	8306
Loveland CSD	3108
Mason CSD	8307
Miamisburg CSD	5707
Middletown CSD	0906
Monroe LSD	0910
Princeton CSD	3116
Springboro Community CSD	8302
Sugarcreek LSD	2905
Wayne LSD	8308
* Xenia Community CSD	2806

WASHINGTON COUNTY

Belpre CSD	8401
Caldwell EVSD	6101
Fort Frye LSD	8402
Frontier LSD	8403
Marietta CSD	8404
Morgan LSD	5801
Warren LSD	8405
Wolf Creek LSD	8406

WAYNE COUNTY

Chippewa LSD	8501
* Dalton LSD	8502
East Holmes LSD	3801
Green LSD	8503
Hillsdale LSD	0302
North Central LSD	8504
Northwest LSD	7612

WAYNE COUNTY (cont.)

* Northwestern LSD	8505
Orrville CSD	8506
Rillman EVSD	8507
Southeast LSD	8508
Triway LSD	8509
Tuslaw LSD	7617
West Holmes LSD	3802
Wooster CSD	8510

WILLIAMS COUNTY

* Bryan CSD	8601
* Central LSD	2002
* Edgerton LSD	8602
Edon-Northwest LSD	8603
* Millcreek-West Unity LSD	8604
* Montpelier EVSD	8605
North Central LSD	8606
* Stryker LSD	8607

WOOD COUNTY

Anthony Wayne LSD	4801
* Bowling Green CSD	8701
* Eastwood LSD	8702
* Elmwood LSD	8703
Fostoria CSD	7402
Gibsonburg ESVO	7203
Lake LSD	8704
* Lakota LSD	7204
* McComb LSD	3208
North Baltimore LSD	8705
Northwood LSD	8706
* Olsego LSD	8707
* Patrick Henry LSD	3504
* Perrysburg EVSD	8708
Rossford EVSD	8709

WYANDOT COUNTY

* Carey EVSD	8801
* Kenton CSD	3303
* Mohawk LSD	8802
Ridgedale LSD	5104
* Riverdale LSD	3305
* Upper Sandusky EVSD	8803
* Vanlue LSD	3208
Wynford LSD	1706

Read instructions carefully before completing this form. The instructions must be available during completion of this form.

ANTI-DISCRIMINATION NOTICE: It is illegal to discriminate against work-authorized individuals. Employers CANNOT specify which document(s) they will accept from an employee. The refusal to hire an individual because the documents have a future expiration date may also constitute illegal discrimination.

Section 1. Employee Information and Verification (To be completed and signed by employee at the time employment begins.)

Print Name: Last	First	Middle Initial	Maiden Name
Address (Street Name and Number)		Apt. #	Date of Birth (month/day/year)
City	State	Zip Code	Social Security #

I am aware that federal law provides for imprisonment and/or fines for false statements or use of false documents in connection with the completion of this form.

I attest, under penalty of perjury, that I am (check one of the following):

- A citizen of the United States
- A noncitizen national of the United States (see instructions)
- A lawful permanent resident (Alien #) _____
- An alien authorized to work (Alien # or Admission #) _____ until (expiration date, if applicable - month/day/year)

Employee's Signature	Date (month/day/year)
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Preparer and/or Translator Certification (To be completed and signed if Section 1 is prepared by a person other than the employee.) I attest, under penalty of perjury, that I have assisted in the completion of this form and that to the best of my knowledge the information is true and correct.

Preparer's/Translator's Signature	Print Name
Address (Street Name and Number, City, State, Zip Code)	
Date (month/day/year)	

Section 2. Employer Review and Verification (To be completed and signed by employer. Examine one document from List A OR examine one document from List B and one from List C, as listed on the reverse of this form, and record the title, number, and expiration date, if any, of the document(s).)

List A	OR	List B	AND	List C
Document title: _____		_____		_____
Issuing authority: _____		_____		_____
Document #: _____		_____		_____
Expiration Date (if any): _____		_____		_____
Document #: _____		_____		_____
Expiration Date (if any): _____				_____

CERTIFICATION: I attest, under penalty of perjury, that I have examined the document(s) presented by the above-named employee, that the above-listed document(s) appear to be genuine and to relate to the employee named, that the employee began employment on (month/day/year) _____ and that to the best of my knowledge the employee is authorized to work in the United States. (State employment agencies may omit the date the employee began employment.)

Signature of Employer or Authorized Representative	Print Name	Title
Business or Organization Name and Address (Street Name and Number, City, State, Zip Code)		Date (month/day/year)

Section 3. Updating and Reverification (To be completed and signed by employer.)

A. New Name (if applicable)	B. Date of Rehire (month/day/year) (if applicable)
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C. If employee's previous grant of work authorization has expired, provide the information below for the document that establishes current employment authorization.

Document Title: _____	Document #: _____	Expiration Date (if any): _____
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I attest, under penalty of perjury, that to the best of my knowledge, this employee is authorized to work in the United States, and if the employee presented document(s), the document(s) I have examined appear to be genuine and to relate to the individual.

Signature of Employer or Authorized Representative	Date (month/day/year)
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LISTS OF ACCEPTABLE DOCUMENTS

All documents must be unexpired

LIST A

Documents that Establish Both
Identity and Employment
Authorization

LIST B

Documents that Establish
Identity

LIST C

Documents that Establish
Employment Authorization

OR

AND

1. U.S. Passport or U.S. Passport Card	1. Driver's license or ID card issued by a State or outlying possession of the United States provided it contains a photograph or information such as name, date of birth, gender, height, eye color, and address	1. Social Security Account Number card other than one that specifies on the face that the issuance of the card does not authorize employment in the United States
2. Permanent Resident Card or Alien Registration Receipt Card (Form I-551)		
3. Foreign passport that contains a 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 name, date of birth, gender, height, eye color, and address	2. Certification of Birth Abroad issued by the Department of State (Form FS-545)
4. Employment Authorization Document that contains a photograph (Form I-766)	3. School ID card with a photograph	3. Certification of Report of Birth issued by the Department of State (Form DS-1350)
5. In the case of a nonimmigrant alien authorized to work for a specific employer incident to status, a foreign passport with Form I-94 or Form I-94A bearing the same name as the passport and containing an endorsement of the alien's nonimmigrant status, as long as the period of endorsement has not yet expired and the proposed employment is not in conflict with any restrictions or limitations identified on the form	4. Voter's registration card	4. Original or certified copy of birth certificate issued by a State, county, municipal authority, or territory of the United States bearing an official seal
	5. U.S. Military card or draft record	
	6. Military dependent's ID card	5. Native American tribal document
	7. U.S. Coast Guard Merchant Mariner Card	
	8. Native American tribal document	
9. Driver's license issued by a Canadian government authority	For persons under age 18 who are unable to present a document listed above:	6. U.S. Citizen ID Card (Form I-197)
6. Passport from the Federated States of Micronesia (FSM) or the Republic of the 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	10. School record or report card	7. Identification Card for Use of Resident Citizen in the United States (Form I-179)
	11. Clinic, doctor, or hospital record	
	12. Day-care or nursery school record	

Illustrations of many of these documents appear in Part 8 of the Handbook for Employers (M-274)