



75 Milford Drive, Suite 110, Hudson, Ohio 44236

DATE: April 15, 2009

RE: Changes to Immigration form I-9

On April 3, 2009, the United States Citizenship and Immigration Services began requiring all employers use the I-9 Form, Employment Eligibility Verification for all new employee hires. This requirement includes all citizen and non-citizens, and is also required when an employee's employment authorization has expired and the employer must re-verify the authorization. The I-9 Form requires the employer to examine the potential employee's eligibility for employment and to examine identity documents (such as passports and driver's licenses) and determine whether they appear genuine.

The I-9 Form has been revised with one significant change; it now has a box that requires the employee to attest whether they are: a U.S. Citizen, non-citizen national of the U.S., lawful permanent resident, or an alien resident authorized to work in the U.S. to a specific date.

The new I-9 Form can be obtained at: [HTTP://WWW.USCIS.GOV/FILES/ARTICLE/REVISED-I-9-UPDATE.PDF](http://www.uscis.gov/files/article/Revised-I-9-Update.pdf). Should you have any questions regarding the I-9 Form requirement please feel free to contact us.