

Patrick O'Rourke

From: SSA.Comments@SSA.gov
Sent: Monday, December 01, 2014 5:06 PM
To: Patrick O'Rourke
Subject: porourke\Response\5893026\Bolton WBDOC 10484\

Thank you for contacting the Social Security Administration.

We apologize for the delay in answering your inquiry. We regret any inconvenience this may have caused.

Social Security cards are issued centrally from Baltimore based on applications taken in any of our Social Security offices. For those who need immediate verification that their application for a Social Security number (SSN) has been accepted and a card has been issued, the Social Security office can issue a receipt.

One of three types of receipts will be given (in either English or Spanish), depending on the type of card that will be issued.

-- Form SSA-5028 is issued to individuals who are allowed to work in the United States. This includes all U.S. citizens.

-- Form SSA-5029 is issued to individuals who are not allowed to work in the United States and whose card will bear the legend "NOT VALID FOR EMPLOYMENT."

-- Form SSA-5030 is issued to individuals who are allowed to work only with authorization from the Department of Homeland Security's (DHS) Bureau of Citizenship and Immigration Services and whose card will bear the legend "VALID FOR WORK ONLY WITH DHS (or INS) AUTHORIZATION."

If you visit your local Social Security office to apply for a Social Security card, you should request the form at that time. If you mail your application and documents, you should include a written request for a receipt.

If you request a receipt, it will be provided after the Social Security office is certain all document requirements have been met and verified to assign an SSN or issue the replacement card. Most employers will accept the receipt until the card is available.

In lieu of a receipt, your employer may ask for some identifying information such as your name, address, date of birth, sex, and parents' names. Inform your employer of your correct Social Security number when you receive it. It is your employer's responsibility to record your Social Security number correctly on payroll records.

Also, be prepared to show your employer your work authorization and any other documents you have that establish your identity and eligibility to work.