



**RESEARCH FOUNDATION
CITY UNIVERSITY OF NEW YORK
230 West 41st Street
New York, New York 10036**

NEW HIRE - SOCIAL SECURITY # INFORMATION

THIS FORM IS TO BE FILLED OUT BY EMPLOYEES WHO DO NOT HAVE THEIR SOCIAL SECURITY CARDS AVAILABLE AT THE TIME OF HIRE.

In order for the Research Foundation to properly credit your social security account with the Department of Health & Human Services, Social Security Administration, please fill in the following information:

Print Your Name as it appears on your Social Security Card

Name _____

Print your Social Security Number as it appears on your Social Security Card

Number: _____ - _____ - _____

Signature

Date

TO OBTAIN A SOCIAL SECURITY CARD FOR THE FIRST TIME: VISIT YOUR LOCAL SOCIAL SECURITY OFFICE, CALL 1-800-772-1213, OR USE THE INTERNET AT www.ssa.gov/online/ss-5.html

TO REPLACE YOUR CARD: VISIT YOUR LOCAL SOCIAL SECURITY OFFICE, COMPLETE FORM SS-5, BRING EVIDENCE OF YOUR IDENTITY, BRING EVIDENCE OF YOUR U.S. CITIZENSHIP OR LAWFUL ALIEN STATUS.

This form is NOT meant to satisfy the requirement for the Employment Eligibility Verification Form (I-9), and must not be used for that purpose.