



## Employers Must Use New I-9 Starting April 3, 2009

Starting April 3, 2009, all employers must use a newly revised I-9 for all new hires. Please make sure you use the attached I-9 for all employees you hire on or after April 3, 2009.

The government requires employers to complete I-9s to record what documents employees present to prove eligibility to work in the United States. There are 3 categories of I-9 documents: (1) List A documents which establish both identity and employment eligibility, (2) List B documents which establish identity, and (3) List C documents which establish employment eligibility.

Starting April 3, 2009, the new I-9 will:

- ❖ require that all List A, B, and C documents be unexpired,
- ❖ no longer allow the following as List A documents: I-688 (Temporary Resident Card), I-688A (Employment Authorization Card), and I-688B (Employment Authorization Card),
- ❖ add the new U.S. Passport Card as a List A document,
- ❖ add foreign passports that contain a temporary I-551 stamp or temporary I-551 printed notation as List A documents, and
- ❖ add passports from the Federated States of Micronesia and the Republic of the Marshall Islands if they are accompanied with the proper documentation as List A documents.

You can download copies of the new I-9 from by going to [www.FrankCrum.com](http://www.FrankCrum.com) and clicking on “Employer Solutions”, selecting “Employer Login”, accessing the “Documents Login” section, selecting the “Payroll” category, and clicking on the form titled “I-9 (after 04/03/09).”

We appreciate your business and look forward to continuing to serve your needs throughout 2009. If you have any questions regarding the new I-9, please call Christine Beard at 727.726.2786 ext. 1655.