

“The Work Number” (Requester)

Automated Employment and Wage Verification

We offer two options for your use in obtaining employee information, either by web or phone*. Both options are available 24 hours a day. Please follow the procedures outlined below for employment and payroll verification using “The Work Number”, the Automated Employment Verification line.

All Requesters (excluding Government Agencies):

To verify employment information only (such as employment date, title, and job status):

1. The employee must provide you with his/her Social Security number and Employer Code (11556)
2. You will be able to receive the employment information within minutes via web or phone by either one of the following two methods:
 - a. The website, <https://theworknumber.com>
 - b. By phone via the Requester Instruction number at 800-367-5690

To verify employment and payroll information (including wages):

1. The employee must provide you with his/her Social Security number, Employer Code (11556) and Salary Key.
 - a. You will be able to receive the employment and payroll information within minutes via web or phone by either:
 - b. The website, <https://theworknumber.com>
 - c. By phone via the Requester Instruction number at 800-367-5690

Government Agencies Only:

To verify employment and/or payroll information (including wages):

2. The employee must provide you with his/her Social Security number and Employer Code (11556)
3. The Agency must be pre-registered to use either the web or phone option (This can be done by calling 800-996-7566.)
4. You will be able to receive the employment and payroll information within minutes via the special Government Agency Employment Verification by either:
 - a. The website, <https://theworknumber.com/solutions/products/social-service-verification>
 - b. By phone via the Requester Instruction number at 800-660-3399

If you have problems using The Work Number or need the assistance of a translator, you may contact The Work Number Client Service team by calling 800-996-7566. They are available Monday through Friday 8:00 a.m. to 9:00 p.m. Eastern time, except major holidays.

**Website: www.theworknumber.com | Employee: 800-367-2884 | Requester: 800-367-5690 |
Government Agency: 800-660-3399 | Client Service: 800-996-7566**