

What Your Business Needs to Know about Georgia's E-Verify Requirements

Georgia Requirements

Georgia law, O.C.G.A. § 36-60-6, requires all businesses, with 100 or more employees, that are seeking an occupation tax certificate/business license or other document required to operate a business with a county or city to sign an affidavit attesting that they are registered for and use E-Verify. As of July 1, 2013, this requirement will apply to all businesses with more than 10 employees.

What Is E-Verify?

E-Verify is a federal Web-based system that electronically verifies the employment eligibility of newly hired employees. It works by allowing participating employers to electronically compare employee information taken from the I-9 Form (the paper-based employee eligibility verification form used for all new hires) against records in the Social Security Administration's database and the records in the Department of Homeland Security immigration databases.

Where Do I Find My E-Verify Number?

The Human Resources Department for your business should have that information, if you have registered. The E-Verify number, which consists of four to six numerical characters, is located directly below the E-Verify logo on the first page of the memorandum of understanding (MOU) entered into between your business and the USCIS to use E-Verify. If you cannot locate your number, you will need to contact the United States Citizenship and Immigration Services Department at 888-464-4218 or at E-Verify@dhs.gov.

Is the Federal Tax Identification Number/Employer Identification Number (EIN) the same as the E-Verify Number?

No. While you will be required to provide the Federal Tax Identification Number/EIN for your business to USCIS in order to register for E-Verify, a separate identification number will be provided to your business by USCIS to use for E-Verify purposes. It is this number that is required to be submitted as part of the E-Verify affidavit.

How Do I Register for E-Verify?

To register for E-Verify, please visit the U.S. Citizens and Immigration website at <https://e-verify.uscis.gov/enroll/StartPage.aspx?JS=YES>. If you need assistance in completing the registration process or need additional information relating to E-Verify, call their customer service number at 1-888-464-4218, email them at E-Verify@dhs.gov or visit their website at <http://www.dhs.gov/e-verify>.