

## SOCIAL SECURITY NUMBER VERIFICATION

I understand that the City of San Bruno will verify my Social Security Number (SSN) at hire to ensure that the City of San Bruno's records are correct for the purpose of completing the Internal Revenue Service Form W-2 (Wage and Tax Statement). The Social Security Number Verification system verifies the match of the employee's name and the Social Security Number.

I verify that the Social Security Number and name declared on my Internal Revenue Service Form W-4 (Employee's Withholding Allowance Certificate) are, to the best of my knowledge and belief, true and correct.

I acknowledge that if my Social Security Number is unverifiable with the Social Security Administration, I will provide correct information in a timely manner (no greater than 10 days following notice). I further acknowledge that the failure to provide timely and correct information may lead to adverse employment actions, up to and including termination.

Employee Name: \_\_\_\_\_

\_\_\_\_\_  
Signature of Employee

«HIRE DATE»

\_\_\_\_\_  
Date