

## **UPDATED I-9 FORM**

As of September 18, 2017, employers must use the new updated Form I-9, Employment Eligibility Verification, with revision date 07/17/17 N. Prior versions of the form should no longer be used. An I-9 form must be completed for each new employee of a company in order to document the employee's identity and work authorization. While the form can be completed electronically, the form must still be printed and physically signed by the employer and the employee. The form does not have to be filed, but should be maintained in the employee's personnel file. Employers can access the updated form by clicking [here](#).



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