



The USDA Forest Service uses The Work Number to provide automated employment and income verification on its employees.

How to Use The Work Number:

Option 1: <http://www.theworknumber.com>

Use a credit card or become a member to get instant web verifications.

Option 2: **1-800-367-5690**

Use a credit card or become a member to get a voiced or faxed verification in minutes.

To Obtain Proof of Employment:

- 1) Contact the Work Number by using one of the above options.
- 2) Follow the prompted instructions.
- 3) You will need the following:
 - a) Employee's Social Security Number provided by the employee
 - b) USDA Forest Service Employer Code: 10284

To Obtain Proof of Employment Plus Income:

- 1) Use the instructions for obtaining proof of employment.
- 2) You will need the following:
 - a) A salary key/authorization code provided by the employee.
 - b) Employee may get a salary key by:
 - visiting <http://www.theworknumber.com/Employees>
 - calling 1-800-367-2884

USDA is an equal opportunity provider and employer. To file a complaint of discrimination, write: USDA, Office of the Assistant Secretary for Civil Rights, Office of Adjudication, 1400 Independence Ave., SW, Washington, DC 20250-9410 or call [\(866\) 632-9992](tel:8666329992) (Toll-free Customer Service), [\(800\) 877-8339](tel:8008778339) (Local or Federal relay), [\(866\) 377-8642](tel:8663778642) (Relay voice users).



Savannah River