

#### State of North Carolina 90 Day Pilot The Work Number Express Service May 2<sup>nd</sup> – August 2<sup>nd</sup>





#### Home page – www.theworknumber.com





Equifax Confidential and Proprietary

# How to Login

► Go directly to the login page at - <u>www.theworknumber.com/socialservices</u>





#### **Permissible Purpose**

THE	A Service of Equifax
NUMBER	Home Privacy Policy ⊇ Help ⊇ Contact Us ⊇ Logout ⊇
Ann Example	Permissible Purpose
New Verification	When using The Work Number, certain obligations of the Fair Credit Reporting Act (FCRA) may
My Account	apply to you. These include providing us with your identity and a purpose for your access to the verification information which is permitted under FCRA.
Logout	Select the applicable purpose below and click 'Continue'.
	<ul> <li>Employee's eligibility for a benefit granted by a governmental agency; - we are required by law to consider the employee's financial responsibility or status;</li> <li>Determine child support payments - I represent a state or local child support enforcement</li> </ul>
	agency; I am performing a review of an employee's case, which enables me to collect pertinent employee information including employment and income, benefits, etc.
	<ul> <li>Under a court order or a Federal grand jury subpoena;</li> </ul>
	<ul> <li>Employee has issued me written instruction to obtain this information;</li> </ul>
	None of these: show me more purposes.
	Remember my selection
	By selecting a Permissible Purpose above and clicking 'Continue', I certify the statement is true.
	Continue Select the Permissible Purpose that is most applicable and click "Continue"
Ferms and Conditions 🗈	Copyright © 2010 TALX Corporation. All Rights Reserved.



### **Placing a Verification Request**

			A Servic	e of Equifax
Home	Privacy Policy	El Help El	Contact Us 🖾	Logout 🖾
New Verification Order				
	click continue. Entering an Employe	r Name or C	ode restricts you	r search to
* Required fields				
Tracking Number:		ack this orde	r <u>what's this?</u>	
			al responsibility	
	Continue	Trackir	ng number is	optional and
	New Verification Order Complete the form below, and that specific employer. * Required fields Social Security Number: *	New Verification Order         Complete the form below, and click continue. Entering an Employe that specific employer.         * Required fields         Social Security Number:         Need Specific Employer         Tracking Number:         You can enter a word or number to trace         Permissible Purpose:         Employee's eligibility for a benefit grader         Continue	New Verification Order         Complete the form below, and click continue. Entering an Employer Name or C that specific employer.         * Required fields         Social Security Number:         Need Specific Employer         Tracking Number:         You can enter a word or number to track this order         Permissible Purpose:         Employee's eligibility for a benefit granted by a go required by law to consider the employee's finance         Continue	Home Privacy Policy Help Contact US New Verification Order Complete the form below, and click continue. Entering an Employer Name or Code restricts you that specific employer. * Required fields Social Security Number: *



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# **Employment Summary Page – Pay Date Summary**

Ann Example       Employment Summary Page         New Verification       The following information was provided by the employer to The Work Number to act as their official agent for issuing employment verifications. Information not provided by the employer is blank.         My Account       Click the Continue button to order a Social Services Verfication for any record listed.         Logout       Employer Name (Code)       Employment Status       Last Pay Date       Get Verification         Nextel (10588)       Active       09/24/2010       Image: Code status       Click to Code	New Verification       The following information was provided by the employer to The Work Number to act as their official agent for issuing employment verifications. Information not provided by the employer is blank.         Logout       Click the Continue button to order a Social Services Verfication for any record listed.         Employer Name (Code)       Employment Status       Last Pay Date       Get Verification
Employer Name (Code)     Employment Status     Last Pay Date     Get Verification       Nextel (10588)     Active     09/24/2010     Image: Constraint of the second sec	Logout       check all       clear all         Employer Name (Code)       Employment Status       Last Pay Date       Get Verification         Nextel (10588)       Active       09/24/2010       ✓         Pepsico Beverage and Foods (10137)       Inactive       01/25/2008       □         Enterprise USA (91001)       Inactive       05/17/2006       ✓



#### **View Multiple Verifications at the same time**



#### **EQUIFAX**<sup>®</sup>

## **Your Support Team**



# The Work Number Service Center Hours of Operation: 7am-7pm CST <u>socialservices@theworknumber.com</u> 800-996-7566

