

## Applying to a Social Service Agency?

You'll need proof of employment and income...



For fast, secure, anytime-anywhere proof of employment and income via the Web or phone we bring you...The Work Number®.



How it works...

Follow these easy steps:

- 1) Fill in your Social Security Number in Box 1 (2) (b) below.
- 2) Supply all of the information in Box 1 to the case worker.

### Box 1 – Instructions for Social Service Agencies

Case worker:

1) Register with The Work Number via the Web or telephone.

All agencies must register to use the service. It takes about 48 hours to complete. If you are already registered and need additional help, please call The Work Number Client Service Center at 1-800-996-7566.

- [www.theworknumber.com](http://www.theworknumber.com)
- 1-800-996-7566

2) Obtain an employment and income verification.

- The Work Number Access Options for Social Service Agencies:

- a) [www.theworknumber.com](http://www.theworknumber.com)
- b) 1-800-660-3399

- Enter your registered fax number.
- Enter the following information when instructed:
  - a) Wayne County's Employer Code: 13675

- b) Employee's Social Security Number:    -   -

Select the kind of verification you need. You can verify employment or employment plus income.