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### **GENERAL CIRCULAR NUMBER 2013-007**

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**DATE:**       **March 13, 2013**

**TO:**           **Heads of State Agencies and Human Resources Directors**

**SUBJECT:**   **New version of Form I-9, effective March 18, 2013**

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For your information, on March 8, 2013, the U.S. Citizenship and Immigration Services (USCIS) announced in the Federal Register the release of the newly revised Form I-9. As you know, the Form I-9 is required to document verification of the identity and employment authorization of all employees. The newest version of the Form I-9 has an effective date of March 18, 2013, and may be downloaded from the website [www.uscis.gov/I-9Central](http://www.uscis.gov/I-9Central). Earlier versions of Form I-9 will no longer be accepted after May 7, 2013.

Further assistance and additional information is available in the Handbook for Employers which can be downloaded from [www.uscis.gov/forms](http://www.uscis.gov/forms). The Handbook is in the process of being updated but is still available to employers regarding completion and retention of Form I-9. Additional completion instructions may be obtained as follows: [www.uscis.gov/I-9Central](http://www.uscis.gov/I-9Central), by emailing USCIS at [I-9Central@dhs.gov](mailto:I-9Central@dhs.gov) or by calling 1-888-464-4218.

Sincerely,

s/Shannon S. Templet  
Director