

# One Minute Memo<sup>®</sup>



## USCIS Releases New Form I-9

On March 8, 2013, U.S. Citizenship and Immigration Services (USCIS) published a revised Form I-9, Employment Eligibility Verification. All employers must complete a Form I-9 for each employee hired in the United States.

Employers should immediately begin using the revised Form I-9 for all new hires and reverifications. However, employers may continue to use previously accepted versions, dated 02/02/09 and 08/07/09, until May 7, 2013. After May 7, 2013, employers must only use the just released Form I-9, dated 03/08/13. It is important to note that, after May 7, 2013, employers must use the revised Form I-9 for new hires **and** to reverify the employment authorization of current employees. If a current employee requires reverification after May 7, 2013, employers must complete Section 3 of the new form and attach it to the employee's existing Form I-9.

The revised Form I-9 includes new fields, formatting, and instructions for both employees and employers. The revised Form I-9 is available [here](#). Seyfarth plans a webinar soon to offer tips and best practices in completing the new I-9 form. Please stay tuned for detail.

The revised forms are also available in Spanish [here](#). Please note, however, that the Spanish language version of the form may only be used in Puerto Rico.

For an analysis of the new I-9, co-authored by Seyfarth partner, Angelo Paparelli, [click here](#).

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