

BUSINESS IMMIGRATION ALERT

A complimentary service of the McCandlish Holton Immigration Practice Group

U.S. Citizenship & Immigration Services Releases Revised Form I-9

On March 8, 2013, U.S. Citizenship and Immigration Services (“USCIS”) published a revised Employment Eligibility Verification Form I-9. All U.S. employers are required to complete a Form I-9 when hiring any worker, including U.S. citizens. The revised Form I-9 is available at <http://www.uscis.gov/i-9>.

The revised form contains the revision date “03/08/13” in the bottom left-hand corner. USCIS advised employers to begin using the revised form immediately. However, in order to accommodate necessary updates to business practices, including electronic I-9 systems, USCIS provided a sixty-day grace period for employers to begin using the revised form. Employers cannot use prior versions of Form I-9 after May 7, 2013. Employers should not complete a new Form I-9 for existing employees who already have a valid I-9 on file. However, the new form must be used for all new hires and any re-verifications of employment authorization.

Revisions to Form I-9 include expanding the form itself to two pages, as well as expanded instructions for employees and employers. The revised form also includes additional fields and has been reformatted to reduce the likelihood of errors.

In conjunction with the release of the revised Form I-9, USCIS also released a revised *Handbook for Employers: Guidance for Completing Form I-9 (M-274)*. The revised *Handbook* is available [here](#).

McCandlish Holton will be hosting an I-9 seminar very shortly. We will review the new form in detail, highlighting all of the changes from the prior form and instructions. We will also summarize ICE's current investigatory practices to maximize compliance with the new form. Please provide your e-mail if you would like to be included in the e-mail notification.

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