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New I-9 Release

Our form team has been working hard to build and release the new I-9 that was made available on 8/1/23.

Available Date

The new I-9 will be available to all accounts on Tuesday 8/29/23

What You Need to Do

Nothing! This will automatically replace the current version in the system. All previously completed I-9 forms will be unaffected by the change.

What's New

- Sections 1 and 2 are on a single-sided sheet
- Revised Lists of Acceptable Documents page to include some acceptable receipts as well as guidance and links to information on automatic extensions of employment authorization documentation
- General verbiage changes
- Reduced Form instructions from 15 pages to 8 pages
- Includes a checkbox allowing employers to indicate they examined Form I-9 documentation remotely under a DHS-authorized alternative procedure rather than via physical examination.
 - At this time, the alternative procedure is available only to employers utilizing E-Verify

HireForms Product Management Team

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Please note, if you do not see these changes in your account, they may take a couple of days to update. If after 3 days from the date listed above they are still unavailable please feel free to reply directly to this email.

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Applicant **PRO**

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