Information highlighted includes:

- **Name** is not completed per required format on form.
- **Apartment** is not required however, an “N/A” or line should be through the field.
- **Zip Code** and **Date of Birth** are required fields and need to be completed.
- **On attestation**, Employee indicated alien authorized to work but did not provide the registration numbers as are required.
- **Date** field is not completed per required format.
Information highlighted includes:

- **Name** field is not completed correctly, must have Last name, First name, *middle initial*
- **Date** field is not completed correctly, Section 1 has 11/13/2013 and Section 2 is indicating 11/01/2013. It is important to document the correct date or have the employee correct if an error is identified.
- **Signature** field is not signed properly.
- **Title** of Employer, the person’s title is not indicated correctly.
- **Name** field where employer needs to print name (last name, first name)
- **Employer Business** field is not complete and is required.
- **Employer Business Address** field is not completed and is required.
- **City** field is abbreviated and spelled out.
- **State and Zip Code** are not completed and are required fields.
Information highlighted includes:

- **Apt** field is not completed with information or an "N/A" or line through.
- **City** field is abbreviated and needs to be spelled out.
- **State** field is a required field and is not completed.
- **Date of Birth** field is not completed with the proper date format (mm/dd/yyyy)
- **Email address** is an optional field however, needs and "N/A" or line through
- **Signature of Employee and Date** field are required and must be completed.
Information highlighted includes:

- **Employee Name** field is missing middle initial
- **List B** information is incomplete – document number and expiration date are missing
- **List C** information is incomplete – document title, document authority, and expiration are missing
- **Date** field is not completed in proper format (mm/dd/yyyy)
- **Last Name, First Name** field is not completed
- **Employer's Business** is not spelled out, we cannot abbreviate.

**Reverification Section:**

- **Name field** is not completed correctly
- **Signature of Employer** field is not completed correctly.