

FEDS UPDATE FORM I-9, MAKE CHANGES TO DOCUMENTATION INSTRUCTIONS

By Mike Batts, CPA

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The US Citizenship and Immigration Services (USCIS) recently announced a new version of Form I-9, Employment Eligibility Verification.¹ Employers must use Form I-9 to verify the identity and employment authorization of their employees.

The new form is one page long, and the agency claims it provides “clearer instructions and guidance” in some areas.

Employers are permitted to use the new version of the form beginning August 1, 2023, but may continue to use the 2019 version of the form through October 31, 2023. **Beginning November 1, 2023, only the new Form I-9 dated 08/01/2023 may be used.** The version date can be found in the lower-left corner of the form.

In addition, the US Department of Homeland Security published a notice in the Federal Register that modernizes employment eligibility verification by allowing employers who use E-Verify to remotely examine Form I-9 documents starting August 1, 2023, provided they follow certain steps.²

For more information, visit I-9 Central or join a free Form I-9 webinar.^{3,4} Find out how to enroll in E-Verify on the Enrolling in E-Verify page.⁵ For more information about E-Verify, see our previous alert on E-Verify.⁶ There is also a brief video clip of the discussion of this topic at the 2023 BMWL National Nonprofit Conference available on our website.⁷

BMWL Can Help

As always, if you would like assistance addressing the information described in this alert, we would be glad to help! Please email our team at Info@NonprofitCPA.com.

¹ Source: <https://www.uscis.gov/newsroom/alerts/uscis-to-publish-revised-form-i-9>

² Source: <https://www.federalregister.gov/public-inspection/2023-15533/alternative-procedure-optional-alternative-1-to-the-physical-document-examination-associated-with>

³ Source: <https://www.uscis.gov/i-9-central>

⁴ Source: <https://www.e-verify.gov/about-e-verify/e-verify-webinars>

⁵ Source: <https://www.e-verify.gov/employers/enrolling-in-e-verify>

⁶ Source: <https://nonprofitcpa.com/florida-joins-several-other-states-in-requiring-e-verify-for-new-employee/>

⁷ Source: <https://nonprofitcpa.com/feds-update-form-i-9-make-changes-to-documentation-instructions/>

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