

HOW TO FIND YOUR E-VERIFY NUMBER

I need my E-Verify company ID number. How do I find it?

The E-Verify company ID number, which consists of four to six numerical characters, is located on the first page of the memorandum of understanding (MOU) directly below the E-Verify logo. Program administrators who have completed the tutorial may also obtain the company ID number as follows:

1. Log in to E-Verify with your assigned user ID and password.
2. From 'My Company,' select 'Edit Company Profile.'
3. The Company Information page will display the company ID number.

However, program administrators who have not completed the tutorial must contact E-Verify Customer Support at 888-464-4218 for assistance.

VIEW MEMORANDUM OF UNDERSTANDING (MOU)

Program administrators may view the Memorandum of Understanding (MOU) between E-Verify and the employer. To view the MOU, follow the steps outlined in the 'View MOU - Process Overview.'

VIEW MOU – PROCESS OVERVIEW

- From 'My Company,' select 'Edit Company Profile.'



- From the 'Company Information' page, click 'View MOU' at the bottom of the screen.

A screenshot of the 'Company Information' page in the E-Verify system. The page displays various fields for company details, including Company Name, Company ID Number, and Physical Location. At the bottom of the page, there is a green button labeled 'View MOU' with a red arrow pointing to it. The page also includes sections for 'Additional Information' and 'MCS Code'.

- The MOU that was electronically signed for that company will appear in a new window. If the MOU does not load, ensure that your pop-up blocker is disabled.