

A Sources of Earned Income Verification

REVISION 49
(01/01/21 - 12/31/21)

Sources of acceptable verification of earned income include, but are not limited to, any of the following:

- Arizona State Retirement System (ASRS)
- Paycheck stubs
- Copy of check when the gross earnings are listed
- [Equifax/EMVI](#) when the employer is participating
- Corporate Cost Control (CCCVerify) when the employer is participating
- Verify Advantage (formerly known as VerifyDirect) when the employer is participating
- Written tips record

EXCEPTION

Use the amount of tips shown on the paycheck stub unless the participant claims a different amount and the tips received are verified.

- C005 is completed by the Employer, the statement is signed, dated, and includes all of the following:
 - Name, address, and telephone number of the employer
 - Gross pay for the periods needed
 - Frequency of pay, and day of the week pay is received
 - Any expected changes in pay
- Complete the Verification of New/Current Employment (FAA-0053A) form. For terminated employment verification use the Verification of Terminated Employment (FAA-1701A) form

NOTE Make a [collateral contact](#) to the employer when no response is received with the FAA-0053A. Document the [case file\(g\)](#) with the results of the collateral contact.

EXCEPTION

Use other means of verification when contacting the employer would jeopardize the participant's employment. Document the [case file\(g\)](#) with the reason the employer was not contacted.

- Letter from the agency providing government-sponsored training
- Leave and Earnings Statement (LES) from the military
- [HOSC Information](#)

EXCEPTION

Do not call for employment or wage information verification from the following employers:

- Wendy's: Mail an FAA-0053A or the FAA-1701A when requesting employment verification from any of these specific Wendy's restaurants. (See [Wendy's Employment and Wage Information](#))
- Solutions Staffing: Mail an FAA-0053A or the FAA-1701A when requesting employment verification. (See [Solution Staffing](#))

- A [collateral contact](#) with the employer or qualified source
- When all other sources of verification have been exhausted, use a participant statement