



I-9 EMPLOYMENT ELIGIBILITY VERIFICATION PROGRAM

DATE: DECEMBER 6, 2010

TIME: 9am – 12 noon

LOCATION: ASSOCIATION OFFICES, EDISON, NJ

As we have been tracking and reporting the importance of I-9 procedures to our members, BCANJ and AGC of NJ will host a seminar to discuss and review the process for correctly completing the US Citizenship and Immigration Services' I-9 Employment and Eligibility Verification Form.

When audits are conducted by US Department of Homeland Security (DHS), it is imperative these forms are made available and have been properly completed. Failure to do so can result in serious monetary damages.

This program will be conducted by Alan Janda and Virginia Matyka of the USDHS. Mr. Janda and Ms. Matyka will demonstrate and discuss the proper way to complete I-9 forms and answer your questions and concerns about the procedure.

We urge you and those within your firm responsible for assuring the accuracy and filing of I-9 documentation attend this meeting.

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I-9 Employment Eligibility Verification
December 6, 2010
Registration 9am - Program 9:30-12noon

NAME(S): _____

COMPANY: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

*Please respond no later than December 1st to Building Contractors Assoc. of NJ
Fax: 732-225-3105 or Email: akopin@bcanj.com*

THIS PROGRAM IS FREE, HOWEVER, REGISTRATION IS REQUIRED!