



## Why would you need employment or wage verification?

- ✓ Applying for a home or car loan
- ✓ Applying for credit
- ✓ Renting an apartment

### Need Employment-Only Verification?

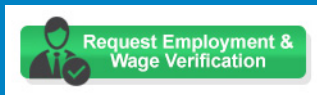
Step 1: Give the verifier the information below to obtain instant verification

- Your Social Security Number
- Your Zempleo Company Code: ZEMP723

Step 2: Direct verifier to:

[www.Thomas-and-Company.com](http://www.Thomas-and-Company.com)

where they will click the green button:



Step 3: Verifier will follow the steps as outlined on the site

### Need Employment & Wage Verification?

Step 1: Create a Verifier Pin

- Go to [www.Thomas-and-Company.com](http://www.Thomas-and-Company.com) and click the green button. Follow the instructions for [employees](#).

Details needed to set up Verifier Pin:

- Your Zempleo Company Code: ZEMP723
- Your Social Security Number
- Your Employee ID Number (EIN)

Step 2: Confirm and Agree

- Verifier Pin will be displayed.
- Email or print or write down the PIN for the verifier.

Step 3: Give verifier the information below to obtain instant verification:

- Verifier Pin, Social Security No., and Company Code.
- Direct verifier to [www.Thomas-and-Company.com](http://www.Thomas-and-Company.com), they will click the green button and follow instructions

Unable to access [www.Thomas-and-Company.com](http://www.Thomas-and-Company.com)?

- Verifier can contact T&C by email: [Verifications@Thomas-and-Company.com](mailto:Verifications@Thomas-and-Company.com), or (615) 620-0569 to submit request.
- A signed release with the employee's signature will be needed in place of the verifier pin.
- Thomas & Company will complete and return the form within 3 business days of receipt.

Personal Request?

- On rare occasions it is necessary for an employee to have a verification completed for a personal reason not involving a commercial verifier. Under the Fair Credit Reporting Act (FCRA) an individual is entitled to one free personal verification per year. Employees may obtain this one verification by going to our site and clicking the green button.

Questions?

Please contact Thomas & Company:

Post Office Box 280100, Nashville, TN 37228  
[www.Thomas-and-Company.com](http://www.Thomas-and-Company.com); [Verifications@Thomas-and-Company.com](mailto:Verifications@Thomas-and-Company.com)  
Direct: (615) 620-0569 Main: (615) 242-8246 Fax: (615) 242-5826