

Additional Immigration Documentation Required

The Revised Statutes of Missouri (RSMo) require applicants for any state administered benefit provide certification and documentary evidence of legal residence and those business entities, as defined in law, must also provide certification and documentary evidence that your employees' legal status is verified.

Lenders and borrowers must carefully read all applicable state and federal immigration laws and the Department of Homeland Security Memorandum Of Understanding (MOU), paying particular attention to Section C, "Responsibilities of the Employer," in order to ensure compliance and receive the benefit of the Missouri Linked Deposit Program.

All Missouri Linked Deposit Program Applicants:

Provide a copy of your valid Missouri Driver's License with this application. If you do not have one or are an out-of-state applicant, you must provide one of the documents listed below:

- U.S. Birth Certificate (certified with embossed or raised seal issued by state or local government)
- U.S. Passport (valid)
- Certificate of Citizenship
- Certificate of Naturalization
- Certificate of Birth Abroad
- Any other document issued by the federal government affirming legal presence in the U.S.

Fill out BOTH sections of the Certification of Citizenship/ Immigration Status and Employer Status document (Form A). You do NOT have to complete the Affidavit of Authorized Workers section and you do NOT have to enroll in a federal work authorization program, such as E-verify, if you are not a "business entity" as defined by 285.525 RSMo.

Missouri Linked Deposit Program Applicants With Employees:

Check "Yes" on the Employer Status Section (Form A) and complete the Affidavit of Authorized Workers (Form B).

Enroll in a federal worker authorization program, such as E-Verify, and send in a copy of the MOU you received when enrolling with this application (See Instructions on Form C).

Certification of Citizenship/Immigration Status (Form A)

By affixing my (our) signature below, I (we) hereby certify, subject to penalties of perjury, I am the applicant or an authorized representative of the applicant and as such am authorized to make the following affirmation:

I am a United States Citizen or have been granted lawful permanent residence* of the United States. I understand that I am required by state law to provide proof of my citizenship, residency and identity in order to apply for any state programs.

Signature	Title	Date
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Signature	Title	Date
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*Pursuant to 208.009.3 RSMo, all applicants are required to provide proof of citizenship, identity, and residency at the time of applying for any state administered benefits. You must provide a copy of your valid Missouri driver's license with this application. If you do not have or cannot provide this, please see "Additional Documentation" for allowed alternatives.

Employer Status

By affixing my(our) signature below, I(we) hereby certify, subject to penalties of perjury, I am the applicant or an authorized representative of the applicant and as such am authorized to make the following affirmation:

(Please select the statement that applies)

Do you have employees or subcontractors in connection with this application in the state of Missouri?

NO

YES (if yes, you must complete the attached Affidavit of Authorized Workers form, as well as enrolling in the federal worker authorization program and enclosing evidence of such enrollment)

Signature	Title	Date
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Signature	Title	Date
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Instructions for Registering a Business Online with DHS (Form C)

Go to www.dhs.gov/e-verify and click on, “E-Verify Registration” on the right side of the screen.

Answer approximately 5 or 6 questions regarding the borrower’s business.

Sign the “Memorandum of Understanding” (MOU) upon completion of the questions that can be printed off (approximately 14 pages total).

Submit to our office the first page of the MOU and the electronic signature page.

If the owners cannot locate the MOU we will accept an email (from the website) in its place stating that the business has successfully enrolled in the program (this email is sent after the business answers the five to six questions). See example email below if the borrower cannot locate the MOU. Again, we will accept a copy of the email below in place of the MOU.

Example Email

Welcome to E-Verify. You have successfully enrolled your company in the program.

Now that your company is enrolled, you can register additional users who need access to E-Verify and choose whether to give them program administrator or general user access. During the company enrollment process, you already registered yourself to use E-Verify. Here is your login information:

Your Program Administrator User ID: XXXXXXXX
Your Temporary Password: XXXXXXXX