

How To Create An Online Account

You can create a **my Social Security** account to access your *Social Security Statement* to check your earnings and get your benefit estimates.

If you receive benefits, you also can:

- get your benefit verification letter;
- change your address and phone number; and
- start or change your direct deposit.

Even if you do not currently receive benefits, you can get a benefit verification letter stating that you:

- never received Social Security benefits, Supplemental Security Income (SSI) or Medicare; or
- received benefits in the past, but do not currently receive them (The letter will include the date your benefits stopped and how much you received that year.); or
- applied for benefits but haven't received an answer yet.

There is no fee to create a **my Social Security** account, but you must have an email address. See the following section, if you do not have a personal email account.

Email account set up

There are many options available to set up an email address and it can be done in as little as five minutes. Each email provider has its own criteria for setting up an account and you must accept the provider's terms of use agreement. Some examples of free email providers include:

AOL: aolmail.com

Gmail: gmail.com

iCloud Mail (Apple): icloud.com

Outlook: outlook.com

Yahoo: yahoo.com

**This is not a complete list of email providers. Social Security is not endorsing any of these particular email account provider(s), as you may use other email account providers as appropriate.*

NOTE: *Even if you do not use email on the computer, if you have a smart phone it is likely that you already have an email account. Contact your cell phone service provider to find out.*

Setting up your own my Social Security account

After you have a valid email address, you are ready to set up your own **my Social Security** account. To set up your account, visit socialsecurity.gov and select Sign In at the top right. Then follow the steps below and on the back of this page:



The screenshot shows the 'Sign In or Create an Account' page on the Social Security Administration website. The page is divided into two main sections: 'New Users' and 'Existing Users'. The 'New Users' section includes a list of requirements for creating an account, such as having a valid email address, a Social Security number, and being at least 18 years old. A blue padlock icon is next to these requirements. Below the requirements, there is a 'Create An Account' button, which is circled in red in the image. The 'Existing Users' section includes fields for 'Username' and 'Password', each with a 'Forgot' link. A 'Sign In' button is located below these fields. The page also features the Social Security Administration logo and the text 'The Official Website of the U.S. Social Security Administration' at the top left, and 'OMB No. 0960-0799 Paperwork Reduction Act' at the top right.

Step 1. Select "Create An Account."

To create a **my Social Security** account, you must be at least 18 years old and have:

- A valid email address;
- A Social Security number; and
- A U.S. mailing address.

Step 2. Provide some personal information to verify your identity.

Social Security
The Official Website of the U.S. Social Security Administration

Create an Account

1 Verify your Identity 2 Secure your Identity 3 Create your Account

Please tell us who you are

Your Name:
As shown on your Social Security card.

First M.I. Last Suffix

Step 3. Choose a username and password to create your account.

Social Security
The Official Website of the U.S. Social Security Administration

Create an Account

1 Verify your Identity 2 Secure your Identity 3 Create your Account

Please create your account details

Username:

How To Get Your Benefit Verification Letter

To get your benefit verification letter:

- Sign into your account; and
- Select "Get a Benefit Verification Letter."

Your letter will be displayed and you may print it or save it for later use.

my Social Security

My Home Help Center Security Settings

Overview Benefit & Payment Details Earnings Record My Profile

Welcome, John! You last signed in on February 20, 2013 at 10:00AM EST.

Benefit & Payments

You are receiving: Social Security (Retirement), Medicare View Benefit Details

Your next payment is: \$1,704.00 on April 3, 2013 View Payment History

Get a Benefit Verification Letter
Need proof that you receive Social Security benefits? Here's your official letter.

Social Security Statement

A Message from the Acting Commissioner:
 • What Social Security means to you...
 • About Social Security's future...
 • Learn more about Social Security...

Estimated Benefits: Not applicable

Last Reported Earnings: \$0 in 2011 View Earnings Record

You can use your benefit verification letter as proof of your:

- income when you apply for a loan or mortgage, assisted housing or other state or local benefits;
- current Medicare health insurance coverage;
- retirement or disability status; and
- age.

Benefit Verification Letter - Windows Internet Explorer

Print Now Save a Copy Can't print or save this letter?

Customize your letter

Social Security Administration

Date: March 1, 2013
Claim Number: XXXX-XX-1234

Drew Jenkins
1234 Sample Street
Sample City, MO 12345

You asked us for information from your record. The information that you requested is shown below. If you want anyone else to have this information, you may send them this letter.

Information About Current Social Security Benefits
Beginning December 2010, the full monthly Social Security benefit before any deductions is \$1,300.00.



Social Security Administration
SSA Publication No. 05-10540
ICN 459261
Unit of Issue - HD (one hundred)
August 2014

Printed on recycled paper

