



**Remote Hire Notary Form for Completion of I-9**

**Date:** \_\_\_\_\_

To the Board of Trustees of the University of Florida:

Before me has appeared in person, **the individual with the name and address of:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**And having a date of birth of:** \_\_\_\_\_

In furtherance of University of Florida employment eligibility verification requirements under the Immigration Reform and Control Act of 1986, I further attest that:

- (1) The person named above has filled out Section 1 of the attached I-9 Form (Employment Eligibility Verification);
- (2) I have examined the original(s) of the document(s) presented to me;
- (3) I have filled in the document title, issuing authority, number and expiration date (if any) in the space provided in Section 2 or 3 of such I-9 form as appropriate;
- (4) The attached copy or copies of document/s presented to me appear on their face to be genuine and to relate to the person presenting them; and
- (5) I have signed and dated the attestation in Section 2 or 3 of such I-9 Form as appropriate.

**Employee's Date of Hire\*:** \_\_\_\_\_

\*Please note that this date must be entered in the certification section of the I-9 Form and/or employment date section of the oath by the authorized agent.

State of \_\_\_\_\_

County of \_\_\_\_\_

Subscribed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by

\_\_\_\_\_, proved to me on the basis of satisfactory evidence to be the person who appeared before me.

\_\_\_\_\_  
Notary Public Signature

**PRIVACY STATEMENT:** The purpose for requesting information on this form is to verify the individual's eligibility for employment in the United States. Federal statutes authorize collection and maintenance of this information. Furnishing all information requested on this form is mandatory – failure to provide such information will delay or may even prevent completion of the action for which the form is being completed. Information furnished on this form may be made available for inspection by United States Immigration and Naturalization Service or Department of Labor Officers.