

Provide this information to the person requesting proof of your employment.

To obtain proof of **employment** on an employee from University of Rochester:

1) Access The Work Number via the Web or telephone:

- <http://www.theworknumber.com>
- 1-800-367-5690

2) Enter:

- University of Rochester Employer Code: **11968**
- The Employee's Social Security Number: - -

The Work Number Client Service Center:

1-800-996-7566 (Voice)

1-800-424-0253 (TTY)

Monday – Friday, 8:00 a.m. – 9:00 p.m. (EST)

Note: You will need employee permission in the form of a Salary Key to verify income.