The Work Number is an automated service that provides you with the ability to quickly provide proof of your employment or income. You benefit from having control of the process, since you authorize access to your information. The Work Number provides verification services to over 80 million employees. It is widely known to mortgage lenders, banks, apartment complexes and others who may need proof of your employment or income, and it is easy for them to use.

How to Use The Work Number:

For Proof of Employment:
Step 1) Give the person needing proof of your employment, the verifier, the following information:

- Your Social Security Number: ☐ ☐ ☐ - ☐ ☐ - ☐ ☐ ☐ ☐
- FAU Employer Code: 17664
- The Work Number Access Options for Verifiers:
    Option a) www.theworknumber.com
    Option b) 1-800-367-5690

For Proof of Employment Plus Income:
Start by creating a Salary Key. A Salary Key is a six-digit number that allows one-time access to your salary information. Here's how to create a Salary Key:

Step 1) Access The Work Number either via the Web or telephone:
    a) www.theworknumber.com
    b) 1-800-367-2884

Step 2) Select the Employee option and Login. To Login, have the following information:
- FAU Employer Code: 17664
- Your Social Security Number: ☐ ☐ ☐ - ☐ ☐ - ☐ ☐ ☐ ☐
- Your PIN (last 4 digits of Social Security Number)

Step 3) Select the "Create a Salary Key" option and prepare to write down the six-digit number
Step 4) Give the person needing proof of your employment plus income, the verifier, the following information:
- Your Social Security Number: ☐ ☐ ☐ - ☐ ☐ - ☐ ☐ ☐ ☐
- FAU Employer Code: 17664
- Your Salary Key (from Step 3): ☐ ☐ ☐ ☐ ☐ ☐
- The Work Number Access Options for Verifiers:
    a) www.theworknumber.com
    b) 1-800-367-5690

* Public Service Agencies please visit "Social Services" via the web at www.theworknumber.com or call 1-800-660-3399.

The Work Number Client Service Center
Monday – Friday; 7:00 a.m. – 8:00 p.m. (CST)
1-800-996-7566
1-800-424-0253 (TTY – Deaf)