



**If you, your spouse, or child have SSI, report your work!  
Follow these 3 steps:**

**Step 1** Sign up for the Wage reporting reminder by email or text.

**Step 2** Collect your paystubs and employer information before you call Social Security.



**One  
employer**



**More  
than one  
employer**



**Self-employed**

**Step 3** Call your local office to report your employer information. Use the Office Locator to find your nearest office.

## Some reporting options may include:



Telephone



Mobil App



Mail



Fax



My Social Security  
online account

You should report by the **6th day** of the following month to keep your records accurate. If you miss the deadline, you should still report. It's better late than never!

## How to keep track of your records:

- Keep records of the dates you report
- Keep letters from Social Security
- Hold onto your paystubs for at least a year
- Keep records of any communication you have with the Social Security office



Work Incentives and countable income deductions may apply. Contact a benefits specialist and Social Security to find out more.

[www.promisewi.com](http://www.promisewi.com)