

Digital Form I-9 Features & Advantages

Features	Paper-based	E-Verify	i9Advantage	Advantages
Form I-9 Entry Validation – Real time validation of data entered into fields on the Form I-9.	n/a	n/a	✓	Reduction in fines & penalties due to incomplete forms.
Duplication Alert – User is advised when entering a form for an employee who already has a form on file. Preventing employees from using the same SSN.	n/a	n/a	✓	Alerts employer of possible Social Security fraud.
Audit Log – All actions (creation, view and print) relating to a form are tracked and searchable.	n/a	n/a	✓	Places high value on sensitive employee information.
Test Site – Our training site and test data is available to allow anyone to input data and “try” the system before entering live information.	n/a	n/a	✓	Anyone can safely enter data into the training system allowing quick and efficient training.
Tentative non-confirmation - We walk you through a step-by-step resolution process	n/a	n/a	✓	A standardized process that helps eliminate possible discrimination.
Digital Form I-9 Storage – Searchable for review, audits and re-verification.	n/a	n/a	✓	Increased efficiency when action is needed on completed forms.
Expiration Notices – Email notification of an employee’s expiring work authorization.	n/a	n/a	✓	Effortlessly monitor your database and remain in compliance.
Printable PDF’s – Search for stored forms and print in PDF format.	n/a	n/a	✓	Easily produce needed documents anytime and anywhere.
On-Line E-signatures – No need to keep separate signatures files or forms.	n/a	n/a	✓	Increased effectiveness in the logistics of physical storage.
Required Testing – Mastery testing for each person that will use E-Verify.	n/a	✓	n/a	Our system allows you to complete forms without testing.
Permissions – Three permission levels allowing optimal security throughout the company.	n/a	✓	✓	Employer maintains protection of confidential information.
Instant Employment Verification – We send the employee’s data to the E-Verify/EEV for immediate employment verification.	n/a	✓	✓	Instant knowledge of work authorization status.
Accessibility – Manage multiple company locations from one account through the internet.	n/a	✓	✓	Allows secure dissemination of information throughout the organization.
Hosted – No servers needed or software to install. Immediate updates and always current.	n/a	✓	✓	No additional equipment expense or maintenance needed.