

Form 809 – Verification of Earned Income

Purpose	Form 809 is used to verify Earned Income reported by the client.
Program	TANF, Food Stamps.
Source	<p>Form 809 is printed in English and Spanish.</p> <p>Form 809 is printed at the State Office and is available by order from the State Office.</p> <p>If hard copies of Form 809 are temporarily unavailable, the form is also available online in Word format at http://www.odis.dhr.state.ga.us/3000_fam/3390_tanf/MAN3390.doc, and may be printed locally.</p>
Form Completion	<p>Complete the client- and – case specific information.</p> <p>Enter the name and social security number of the employed individual.</p> <p>Complete the middle section of Form 809 requesting information from the employer.</p> <p>Complete the specific section authorizing release of information to the employer.</p> <p>Signatures of the employed individual and the client are required.</p>
Routing	Complete Form 809 in duplicate. The original goes to the employer, and the copy is filed in WebCenter Enabled Capturing (WEC). If returned, the original is also filed in WEC.