

For Your Information (FYI) When Hiring In-home Help:

None of the below information is enforced by our company but it may be enforced by applicable governing agencies.

Paying Worker s Compensation & Withholding/Paying Employee Tax...

Please be advised Families Help Line is not responsible for obtaining workers's compensation and withholding or paying taxes of any kind on applicants they refer to their client. It is the client's obligation in this regard. Employers who hire an individual in their homes will be required to pay Worker's Compensation on their hired help so therefore we advise our client to contact the Workers' Compensation Commission (DC Metro area) for information in this area by calling 1-800-492-0479.

For employee/employer household tax obligation information, the client should contact the Social Security Administration at 1-800-772-1213 and/or contact his or her accountant for help about tax questions. Also, you may want to check out information about hiring household help found online at the following IRS web site:

<http://www.irs.gov/businesses/small/article/0,,id=97877,00.html>

Immigration and Naturalization Service (INS) and Form I-9 Requirements

The **Immigration Reform and Control Act** requires that all U.S. employers verify the employment eligibility and identity of all employees they hire in the United States after November 6, 1986. U.S. employers must complete the Employment Eligibility Verification forms (Form I-9) for all employees they hire. Families Help Line advises their client to comply with this law.

Find Form I-9 at: <http://www.uscis.gov/portal/site/uscis>

New Hire Reporting

Employers are required to report new hire of employees to a state-designated agency soon after they employ workers in their homes. The purpose for this legislature is to enforce child support payments from appropriate parties. To avoid having to pay a penalty, we advise our clientele to contact the designated state agency in their area immediately after employing a nanny or domestic worker. Call the "NEW HIRE REGISTRY" at 410-347-9911 or call toll-free at 1-888-MDHIREs for MARYLAND, the "NEW HIRE EMPLOYING CENTER" at 1-800-979-9014 for VIRGINIA and the "NEW HIRE HOT LINE" at 202-401-9267 for Washington, DC. Call -850-656-3343 or toll free 1-888-854-4791 for the state of Florida. If you need our assistance in helping you in locating the telephone number required for the New Hire Reporting Registry in your state when hiring a new employee. then send us an email and we will get this information back to you in a prompt manner.

For Montgomery County Maryland Employers

A new law aimed at employers who hire certain domestic workers... (Applicable to only Montgomery County Maryland Residents)

If you live in Montgomery County Maryland their has been a new law passed effective Jan. 18, 2009 that requires employers of certain domestic workers to negotiate and offer them a written contract that discloses specific information regarding their job conditions and benefits.

For information on this topic, visit:

<http://www.montgomerycountymd.gov/mcgtmpl.asp?url=/content/ocp/domestic/index.asp>