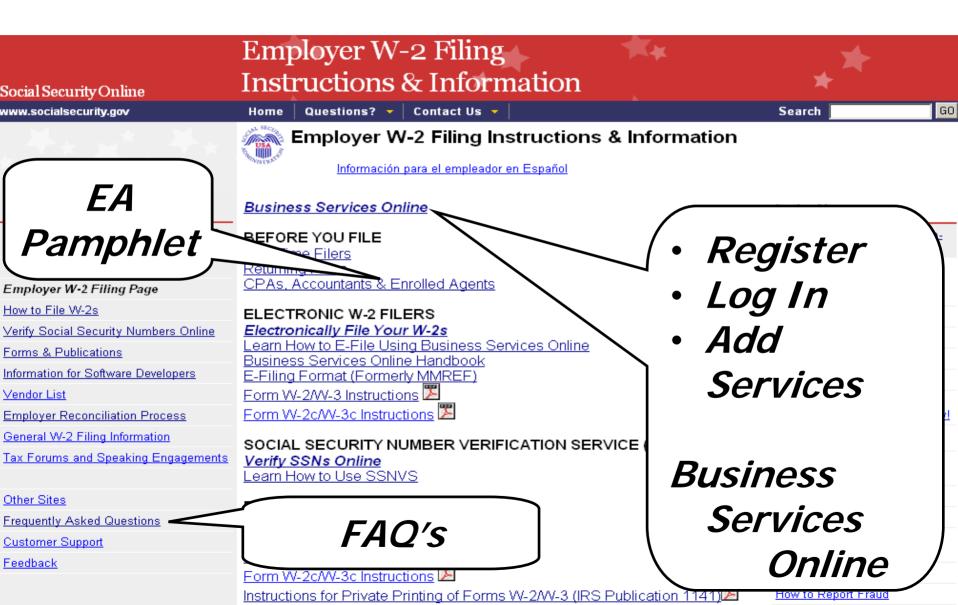
Start at www.socialsecurity.gov/employer



"BSO" Welcome Screen



"Registration 1, 2, 3"

Step 1: Who are you? - Name, SSN, DOB

Step 2: Employee or Self-Employed?

I have an SSN and I am an employee of a business or organization that has an EIN: .	
I do NOT have an SSN and I work outside the U.S. for a business or organization that has an EIN: 〇	
I am Self-Employed with an EIN and receive a W-2 under this EIN: O	
I am Self-Employed and my earnings are reported on IRS Schedule SE (Self-Employment Earnings): 〇	
l am a Household Employer and have an EIN: O	
I am a Volunteer for an organization that has an EIN: O	
Employer Identification Number (EIN): (If you do NOT have an EIN then leave this fix	eld blank.)
Business or Organization <u>N</u> ame:	

Step 3: What do you want to do?

(Sample screen after completing step-by-step "Choose Services" Wizard)

Report Wages to Social Security

Your may begin to use this service immediately. To do that, select "BSO Main Menu" below. Then, on the BSO Main Menu page, select "Report Wages to Social Security."

Form SSA-1694 Request for Business Entity Taxpayer Informa

Your may begin to use this service immediately. To do that, select "bo BSO Main Menu page, select "Form SSA-1694 Request for Business Entity

Errors SSA found on W-2's

ayer information."

View Name and Social Security Number Errors with Name / SSN Errors

Your activation code has been sent by first class mail to the address we have on record for your employer. (TEST, MD). Once you have received the code and activated this service, you may access "View Name

and Social Security Number Errors with Name / SSN B

activation information at left of this screen).

"Sensitive" services cannot be used immediately. An "Activation Code" is mailed first for employer consent.

Social Security Number Verification Service

Your activation code has been sent by first 🚓 mail to the address we have on record for your employer <"Social

(TEST, MD). Once you have received the code Security Number Verification Service" from th this screen).

Verify before filing W-2's (**not** 1040 / 1099 TIN)

ation at left of