



## The Fastest Way to Verify Social Security and Supplemental Security Income Benefits

If your clients need proof of their Social Security or Supplemental Security Income benefits, let them know that they can get a benefit verification letter online instantly through a **my Social Security** account.

You can serve your clients faster because they no longer have to wait for a letter to be mailed to them. They can get the up-to-date information they need online, perhaps even from a computer in your office.

With **my Social Security** those who receive benefits can easily view, print, or save an official letter that includes proof of their:

- Benefit amount and type;
- Medicare start date and withholding amount; and
- Age.

Please encourage your clients to go online for a benefit verification letter. Let them know they can skip a trip to a field office by getting an instant letter online with a personal **my Social Security** account. They may also continue to call us toll-free to request a letter by mail. We are asking agencies and other organizations to assist our mutual customers by sending clients to [www.socialsecurity.gov/myaccount](http://www.socialsecurity.gov/myaccount).

The fact sheet, *How to Create an Online Account* (Publication No. 05-10540), provides step-by-step instructions and explains how to get a benefit verification letter.

If your clients are unable to go online, they can call our toll-free number, **1-800-772-1213** (TTY **1-800-325-0778**).



**my Social Security**

**YOUR ONLINE ACCOUNT ... YOUR CONTROL ...**

**[www.socialsecurity.gov/myaccount](http://www.socialsecurity.gov/myaccount)**

(over)

# Sample Online Benefit Verification Letter



## Social Security Administration

Date: January 30, 2013  
Claim Number: XXX-XX-0000A

JANE DOE  
456 ANYWHERE AVENUE  
MAINTOWN, USA 11111-1111

You asked us for information from your record. The information that you requested is shown below. If you want anyone else to have this information, you may send them this letter.

### Information About Current Social Security Benefits

Beginning December 2012, the full monthly Social Security benefit before any deductions is \$223.90. We deduct \$0.00 for medical insurance premiums each month.

The regular monthly Social Security payment is \$223.00.  
(We must round down to the whole dollar.)

Social Security benefits for a given month are paid the following month. (For example, Social Security benefits for March are paid in April.)

Your Social Security benefits are paid on or about the fourth Wednesday of each month.

### Information About Past Social Security Benefits

From December 2011 to November 2012, the full monthly Social Security benefit before any deductions was \$220.70.

We deducted \$0.00 for medical insurance premiums each month.

The regular monthly Social Security payment was \$220.00.  
(We must round down to the whole dollar.)

### Type of Social Security Benefit Information

You are entitled to monthly retirement benefits.

### Date of Birth Information

The date of birth shown on our records is May 29, 1949.

### If You Have Any Questions

If you have any questions, you may call us at 1-800-772-1213, or call your local Social Security office at 800-000-0000. We can answer most questions over the phone. You can also write or visit any Social Security office. The office that serves your area is located at:

SOCIAL SECURITY  
123 MAIN STREET  
MAINTOWN, USA 11112-1111

If you do call or visit an office, please have this letter with you. It will help us answer your questions.

*Social Security Administration*



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