



## Employment Verifications

The Work Number, a nationally recognized leader in automated employment verification (VOE), is a helpful tool to use. This free service offers instant access to your Family Dollar employment information by the lenders or agencies that you authorize. Using this service will ensure that you get faster service. The Work Number can process verification requests 24 hours a day, 7 days a week. This benefit is provided to all current and former associates of Family Dollar at **NO COST** to you!

### Need Proof of Employment or Income?

Give the authorized verifier the following information:

- (1) Contact Information:
  - a. Website address: [www.theworknumber.com](http://www.theworknumber.com)
  - b. Phone: (800) 367-5690
- (2) The Family Dollar employer code: 10909
- (3) Your Social Security Number

### If Asked to Provide a Salary Key

If asked to provide a salary key as your consent to release income:

- (1) The associate should visit [www.theworknumber.com/employees](http://www.theworknumber.com/employees) or call (800) 367-2884
  - a. Enter the Family Dollar Company Code of 10909
  - b. Enter your **Social Security Number**
  - c. Enter your PIN#: 4-digit Birth Year + Last 4 digits of your SSN
- (2) Follow the instructions to create a salary key.
- (3) Provide the salary key to the person seeking your proof of income, and direct them to [www.theworknumber.com](http://www.theworknumber.com) to complete the verification process.

**Important Notes:**

Provide your verifier with only **one** Salary Key at a time.

Once you provide a Salary Key to a verifier, **it cannot be used again.**

**Please remember: never give out your personal PIN!**

If you or an agency have any questions on how to use this benefit for any type of verification or need to have your personal PIN reset to the default PIN, please contact The Work Number customer service center **Monday through Friday, 7am – 8pm CST** at (800) 996-7566. This benefit is provided to all current and former associates of Family Dollar at **NO COST** to you!