

HOW TO REPORT

There are three ways to report:

1. **PHONE** Social Security and explain the change.

Telephone Number (_____) _____
(Area Code)

2. **VISIT** Social Security

3. **MAIL** this form to Social Security. Make sure you fill in:

- **NAME** of person(s) the report is about
- The correct **CLAIM NUMBER** under which the benefits are payable
- Whether the person(s) also receives **SSI** or **Black Lung** benefits.
- **WHAT** is being reported
- **DATE** it happened
- Your **SIGNATURE** and **ADDRESS**

If you mail your report, please use this reporting form and send it to the nearest Social Security office.

NOTE: REMEMBER TO TELL US WHEN YOU MOVE, EVEN IF YOUR MAILING ADDRESS FOR CHECKS HAS NOT CHANGED.

WHAT TO REPORT

The law Sections 202, 203, and 205 of the Social Security Act, as amended (42 United States Code 402, 403, and 405.) required you to promptly report certain changes in your circumstances which could affect your continuing eligibility to benefits or your benefit amount. The kinds of changes you must report to Social Security are listed on the reverse side of this form. The booklet, "Your Social Security Rights and Responsibilities," tells more about reporting changes. If you do not have this booklet or if you want help in making a report, get in touch with any Social Security office. The people there will be glad to help you.

FAILURE TO REPORT

If you do not report changes in your circumstances, you may not be paid some, or all, of the benefits due you. Or, you may be overpaid, in which case, you will have to pay back any benefits you received that were not due you.

If you hide or do not report a change with the intent to fraudulently get more benefits or benefits not due you, you may be fined, imprisoned, or both per Section 208 of the Social Security Act.

CONFIDENTIAL INFORMATION

The information you give on this form will be used to determine if you are still eligible for Social Security benefits and to make sure the amount of your benefit is correct. Under certain limited conditions authorized by law or regulation, Social Security may disclose this information to another individual or government agency in order to:

- assist Social Security in establishing the right of an individual to Social Security benefits and/or the amount of the benefits;
- facilitate statistical research and audit activities necessary to assure the integrity and improvement of the programs administered by Social Security; and
- comply with Federal laws requiring the exchange of information between Social Security and another agency (such as the General Accounting Office and the Veterans Administration).

We may also use the information you give us when we match records by computer. Matching programs compare our records with those of other Federal, State, and local government agencies. Many agencies may use matching programs to find or prove that a person qualifies for benefits paid by the Federal government. The law allows us to do this even if you do not agree to it.

Explanations about these and other reasons why information you provide us may be used or given out are available in Social Security offices. If you want to learn more about this, contact any Social Security office.

PAPERWORK REDUCTION ACT

Paperwork Reduction Act Statement - This information collection meets the clearance requirements of 44 U.S.C. §3507, as amended by Section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget control number. We estimate that it will take about 5 minutes to read the instructions, gather the facts, and answer the questions. **SEND OR BRING THE COMPLETED FORM TO YOUR LOCAL SOCIAL SECURITY OFFICE.** The office is listed under U.S. Government agencies in your telephone directory or you may call Social Security at 1-800-772-1213 (TTY 1-800-325-0778). You may send comments on our time estimate above to: SSA, 6401 Security Blvd., Baltimore, MD 21235-6401. *Send only comments relating to our time estimate to this address, not the completed form.*

Use this form only when there is a change to report to Social Security