

# Default Federal I9 Optional Customizations

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## Overview

The Default Federal I9 form in HRCenter can now utilize config-driven customizable functionality. These customizations have been detailed below.

**\*Note\*** The Federal I-9 customizations are **not** enabled by default. If you would like these enabled, please contact [TempWorks Support](#).

## Customizations

### Under 18 Message

When activated, this will automatically log a message on an employee's profile if the birth date entered on their I9 form is less than 18 years old.

The action and message that are logged can be customized to your liking.

**\*Note\*** Any message actions in your system can be used for this process.

### SSN Post-Fill

When activated, this will allow the Default Federal I9 to update the employee's Social Security Number (SSN) on their respective employee profile when a representative signs off and submits their portion of the I9 form.

This may be particularly useful for clients who do not gather Social Security Numbers from their applicants upon registration in HRCenter and do not utilize the default "Basic Information" page to gather an applicant's SSN during the onboarding process.

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