

Month, Day, Year

To: Whom it May Concern at _____

Regarding your communication about the Internal Revenue Service:

We acknowledge your communications regarding some inaccuracy in our information.

We have worked for the company for several years and were never told there was a problem. Legally, the company had 72 hours after we were hired, to view, review or verify our information. Any action beyond that frame of time could violate laws and rules regarding employment.

We have met and consulted with Arise Chicago, a Worker Center, experts on this issue, since this may affect our employment conditions, which we seek to improve, and we have gained legal information regarding this issue.

We acknowledge your communication that there is a problem. According to IRS regulations, you have until August 1st to notify the IRS that you reported the error to us, and we have until December 31st of this year to correct our information. If we cannot do so, the company should wait for a following letter next year. Also according to the Internal Revenue Service, if the company responds to the IRS saying it gave us the information, it will not be penalized.

We will take care of this problem directly. We cannot predict how and when the IRS will resolve this issue.

We would like to remind you that any action taken by this company, a request for specific documentation, and any adverse employment action taken against us may be a violation to several federal and Illinois laws, particularly (820 ILCS 55/) Right to Privacy in the Workplace Act, and we will have to act accordingly.

Also, misusing an employment verification system may expose the company to liability under several labor and human rights federal and state laws, which regulate the use of employment eligibility verification systems. Further, singling out an employee or group of employees and placing additional burdens on that group based upon their race or national origin, such as requiring re-verification for eligibility for employment in the U.S. could violate Title VII of the Civil Rights Act.

Furthermore, since we have organized to improve our working conditions, this letter is legal proof of a Concerted Protected Activity according to the National Labor Standards Act ((49 Stat. 449) 29 U.S.C. § 151-169), and therefore the company cannot take any action which may be considered retaliation against any of us.

Thank you

