

# The Work Number

How to Get Verification of Employment ONLY



## Provide The Verifier With These Instructions

**1. Access The Work Number either via the Web or telephone:**

- [www.theworknumber.com](http://www.theworknumber.com)
- 1-800-367-5690 (7 a.m. – 8 p.m. Central time. Closed on major holidays.)

**2. Select the **Verify** option and login.** To login, use the following:

- Chevron Employer Code: 13262
- Employee's Social Security Number: \_\_ \_\_ \_\_ - \_\_ \_\_ - \_\_ \_\_ \_\_ \_\_  
(If the verifier doesn't already have this information.)

Note: This will provide verification of employment only. If verification of salary is required, the employee must provide the verifier with a six digit Salary Key.