

## WORK INCENTIVES FACT SHEET

**REPORTING YOUR WAGES****IF YOU, YOUR SPOUSE OR YOUR CHILD HAVE SSI,  
REPORT YOUR WORK! FOLLOW THESE 3 STEPS:**

- STEP 1:** Call your local Social Security office to report your employer information. You should report by the 6th day of the following month to keep your records accurate. If you miss the deadline, you should still report! It's better late than never!
- STEP 2:** Keep your paystubs and have wage information ready before you call Social Security to report your wages.
- STEP 3:** Sign up for the Wage reporting reminder by email or text on Social Security's website: [www.ssa.gov/benefits/ssi/wage-reporting.html](http://www.ssa.gov/benefits/ssi/wage-reporting.html)

**SOME REPORTING OPTIONS MAY INCLUDE:****PHONE****MOBILE****MAIL****FAX**

*Keep records of the dates you report and copies of the materials you've sent.*

**CONTACT A HIREABILITY VERMONT WORK INCENTIVES COUNSELOR  
OR SOCIAL SECURITY TO FIND OUT MORE:**

HireAbility Vermont Benefits Helpline: 1-800-361-1239  
Ticket to Work Helpline: 1-866-968-7842 | 1-866-833-2967 (TTY)  
[HireAbilityVT.com](http://HireAbilityVT.com)