

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Alabama Public Phone: 334-206-6020 Fax 1: 334-206-6020 Email: NewHire@labor.alabama.gov Website: https://www.labor.alabama.gov/nh/new-hire.aspx Address Information: 649 Monroe St. Room 3205 Montgomery, AL 36131	Within 7 days of hire (or rehire) date	New Hire Information <ul style="list-style-type: none">Employee nameEmployee addressEmployee SSNFirst day of workWhether employee was newly hired or recalled to workEmployer nameEmployer addressEmployer FEIN	<ul style="list-style-type: none">Employers with 5 or more employees must report via the Internet through the state websiteEmployers with less than 5 employees may use the Internet system or they may send copies of New Hires to the New Hire unit	No
Alaska Direct Phone: 907-269-6900 Public Phone: 907-269-6089 Fax 1: 907-787-3197 Email: cssdemployerhotline@alaska.gov Website: https://childsupport.alaska.gov/child-support-services/employers/employer-information Address Information: 550 W 7th Ave. Suite 310 Anchorage, AK 99501	Within 20 days of hire date		<ul style="list-style-type: none">Online (state portal)MailFax	No

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Arizona Public Phone: 888-282-2064 Fax 1: 888-262-0502 Email: AZ-Newhire@maximus.com Website: Newhire-reporting.com/az-newhire Vendor email not for reporting. Address Information: PO Box 138003 Sacramento, CA 95813	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">Employee nameEmployee addressSSNFirst day of workState of hireEmployer nameEmployer addressFEIN	<ul style="list-style-type: none">Online (state portal)Electronic reportingMailFax	No
Arkansas Direct Phone: 844-908-2178 Public Phone: 844-908-2178 Extension: 2 Fax 1: 501-376-2682 Fax 2: 800-259-3562 Email: ADWS.NewHire@arkansas.gov Website: https://www.workforce.arkansas.gov/Tax21/Home.aspx Address Information: P.O. Box 8007 Little Rock, AR 72203	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">Employee nameEmployee addressSSNFirst day of workState of hireEmployer nameEmployer addressFEIN Optional <ul style="list-style-type: none">Employee date of birthEmployer phone numberEmployer fax number	<ul style="list-style-type: none">Online (state portal)MailFaxPayroll service	No

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		<ul style="list-style-type: none">Employer email address		
<p>California Employment Development Department Direct Phone: 916-657-0529 Public Phone: 888-745-3886 Fax 1: 916-319-4400 Website: https://www.edd.ca.gov/payroll_taxes/new_hire_reporting.htm</p> <p>Address Information: P.O. Box 997016, MIC 96 Sacramento, CA 95799</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">Employee nameEmployee addressSSNFirst day of workEmployer nameEmployer addressFEINCalifornia EDD employer payroll tax account numberEmployer phone numberContact person name	<ul style="list-style-type: none">Online (state portal)MailFax	Yes. The independent contractor information must be reported within twenty (20) calendar days of either making payments totaling \$600 or more, or entering into a contract for \$600 or more with an independent contractor in any calendar year, whichever is earlier.
<p>Colorado Direct Phone: 303-297-2849 Public Phone: 800-696-1468 Fax 1: 303-297-2595 Email: CDHS_FSREmployerServices@state.co.us Website: www.newhire.state.co.us</p> <p>Address Information: P.O. Box 13089</p>	Within 20 days of hire date		<ul style="list-style-type: none">Online (state portal)Mail (magnetic tape/cartridge tape/diskette)Fax	Yes, service recipients are required to report service providers under the same requirements as employers. Service providers are independent contractors Service recipients are businesses that use service providers to perform services

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Sacramento, CO 95813				
Connecticut Connecticut Department of Labor Public Phone: 860-263-6310 Fax 1: 800-816-1108 Email: dol.ctnewhires@ct.gov Website: http://www.ctnewhires.com Address Information: ATTN CT-W4 200 Folly Brook Blvd. Wethersfield, CT 06109	Within 20 days of hire date	New Hire information <ul style="list-style-type: none">Employee nameEmployee addressSSNDate of hireEmployer nameEmployer addressFEIN	<ul style="list-style-type: none">Online (FTP)MailFax	Yes. Report independent contractors if remuneration for services is anticipated to exceed \$5,000/year.
Delaware Delaware State Directory of New Hires Public Phone: 855-481-0018 Fax 1: 855-481-0047 Website: https://newhire.dhss.delaware.gov/de-Newhire/default.aspx Address Information: P.O. Box 90370 Atlanta, GA 30364	Within 20 days of hire (or rehire) date	New Hire Information <ul style="list-style-type: none">Employee name (first/middle/last)Employee addressSSNDate of HireState of HireEmployer nameEmployer addressFEIN Optional <ul style="list-style-type: none">Employee date of birth	<ul style="list-style-type: none">Online (state portal)Electronic transmissionMailFax	Yes. Governmental agencies must report independent contractors they hire. All other employers may provide the same information on their independent contractors if they choose

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To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		<ul style="list-style-type: none">• Gender• If employee left employment before report was sent• Point of contact name• Contact phone number• Contact fax number• Contact email address		
District of Columbia District of Columbia Directory of New Hires Public Phone: 877-846-9523 Extension: 300 Fax 1: 877-892-6388 Website: https://dc-newhire.com/ Address Information: P.O. Box 457 Norwell, MA 02061	Within 20 days of hire (or rehire) date	New Hire Information <ul style="list-style-type: none">• Employee name (first/middle/last)• Employee address• SSN• First day of work• Employer name• Employer address• FEIN	<ul style="list-style-type: none">• Online• Electronic transmission• Mail• Fax	No
Florida Florida Department of Revenue Direct Phone: 850-656-3343 Public Phone: 888-854-4791 Fax 1: 888-854-4762 Fax 2: 850-656-0528	Within 20 days of start date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• ITIN• Date of hire	<ul style="list-style-type: none">• Online (state portal)• Phone• Mail• Fax	Yes

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Email: newhiresupport@floridarevenue.com Website: https://servicesforemployers.floridarevenue.com/Pages/home.aspx Address Information: New Hire Reporting Center/Employer Services P.O. Box 6500 Tallahassee, FL 32314		<ul style="list-style-type: none">• State of hire (required if reporting as multi-state employer)• Employer name• Employer address• FEIN• Reemployment assistance identification number (if applicable)• Additional information may be required if reporting electronically		
Georgia Stellarware Direct Phone: 888-541-0469 Fax 1: 888-541-0521 Email: contact@ga-newhire.com Website: https://ga-newhire.com/ If you are a state agency contact- Contracts and Grants 2910 Miller Road Decatur, GA 30303 Phone: (877) 423-4746	Within 10 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name (first/middle/last)• Employee address• SSN• Employee date of birth• First day of work• Health insurance availability• State of hire• Employer name	<ul style="list-style-type: none">• Online (state portal)• Mail• Fax• Electronic (SFTP)	No

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
<p>dcss-contracts-grants@dhs.ga.gov</p> <p>Address Information: Georgia New Hire Reporting Program P.O. Box 3068 Trenton, NJ 08619</p>		<ul style="list-style-type: none">• Employer address• FEIN		
<p>Guam Brea Manibusan, Program Coordinator Direct Phone: 671-475-3360 Extension: 1015 Public Phone: 671-475-3324 Fax 1: 671-472-7597 Email: brea.manibusan@guamcse.net Website: www.oagguam.org</p> <p>Address Information: 590 S. Marine Corps Dr, Ste 901, Tamuning, GU 96931</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work• Employee date of birth• State of hire• Employer name• Employer address• FEIN <p>Optional</p> <ul style="list-style-type: none">• Employee occupation• Employee starting wage• Employee wage frequency• Health insurance availability	<ul style="list-style-type: none">• Email• Mail• Fax• Personal delivery from employers	Yes

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		<ul style="list-style-type: none">• Employer email address• Employer phone number• Employer fax number• Employer contact person		
Hawaii Public Phone: 808-692-7029 Fax 1: 808-692-7001 Website: http://ag.hawaii.gov/csea/employer-information/ Email: http://ag.hawaii.gov/csea/contact/email-csea/ Address Information: 601 Kamokila Blvd. Suite 251 Kapolei, HI 96707	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work• Employer name• Employer address• FEIN Optional <ul style="list-style-type: none">• Employee date of birth• State of hire• SEIN	<ul style="list-style-type: none">• Phone• Fax• Mail	No
Idaho Direct Phone: 208-332-8941 Public Phone: 800-627-3880 Fax 1: 208-332-7411 Email: newhire@labor.idaho.gov Website: https://www.labor.idaho.gov/dnn/Businesses/Report-New-Hires	Within 20 days of start date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work• State of work• Employer name	<ul style="list-style-type: none">• Online (state directory secure file transmission)• Mail• Fax	No

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Address Information: 317 W. Main St. Boise, ID 83735		<ul style="list-style-type: none">• Employer address• FEIN• Idaho Unemployment Insurance Account Number• Contact name• Contact phone number		
Illinois Public Phone: 800-327-4473 Fax 1: 217-557-1947 Email: DES.NHire@illinois.gov Website: https://newhire.hfs.illinois.gov/NewHireWeb/newhire.htm?_flowExecutionKey=c9637AE26-7B66-5D7D-E987-EDA71920AF94_kFF57287B-D55D-7353-E303-AFEF0418BE16 Address Information: P.O. Box 19473 Springfield, IL 62794	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• Date of hire• Employer name• Employer address• FEIN	<ul style="list-style-type: none">• Online (state portal)• Electronic reporting• Mail• Fax	IL will now require Independent Contractor reporting for all employers, beginning January 1, 2024. Report Independent Contractors as any other new or returning employee, adding a Y indicator to show that the individual is a contractor.
Indiana Direct Phone: 317-612-3028 Public Phone: 866-879-0198 Fax 1: 800-408-1388 Email: contact@in-newhire.com	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• Date of hire	<ul style="list-style-type: none">• Online (state portal/EFT/FTP)• Mail• Fax• Payroll services	No

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Website: www.in-newhire.com Address Information: Indiana New Hire Reporting Center P.O. Box 3429 Trenton, NJ 08619		<ul style="list-style-type: none">State of hireEmployer nameEmployer addressFEIN		
Iowa Public Phone: 877-274-2580 Fax 1: 800-759-5881 Email: csrue@dhs.state.ia.us Website: https://secureapp.dhs.state.ia.us/epay/ Address Information: P.O. Box 10322 Des Moines, IA 50306	Within 15 days of hire date	New Hire Information <ul style="list-style-type: none">Employee nameEmployee addressSSNFirst day of workState of hireEmployer nameEmployer addressFEINHealth coverage availabilityApproximate date employee qualifies for coverageAddress where income withholding and garnishment orders	<ul style="list-style-type: none">Online (state portal)MailFax	Yes

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		should be sent) if different than above address)		
<p>Kansas Direct Phone: 785-581-7700 Public Phone: 888-219-7801 Fax 1: 888-219-7798 Fax 2: 785-291-3423 Email: KDOL.NewHires@ks.gov Website: https://www.dol.ks.gov/es/employers/new-hire-directory</p> <p>Address Information: P.O. Box 3510 Topeka, KS 66601</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name (first/middle/last)• Employee address• SSN• Date of hire• State of hire (required if reporting as multi-state employer)• Employer name• Employer address• FEIN <p>Optional</p> <ul style="list-style-type: none">• Employer phone number• Employer fax number• Employer email address	<ul style="list-style-type: none">• Online (state portal)• Mail• Fax	No
<p>Kentucky Public Phone: 800-817-2262 Fax 1: 800-817-0099 Website: https://ky-newhire.com/#/public/public-landing/login</p>	Within 20 days of hire date	<p>New Hire information</p> <ul style="list-style-type: none">• Employee name• Employee address• SSN• Date of hire	<ul style="list-style-type: none">• Online• Electronic• Mail• Fax	No

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Address Information: Kentucky New Hire Reporting Center P.O. Box 141845 Austin, TX 78714		<ul style="list-style-type: none">• State of hire (required if reporting as multi-state employer)• Employer name• Employer address• FEIN• SEIN		
Louisiana Public Phone: 888-223-1461 Fax 1: 888-223-1462 Website: https://newhire-reporting.com/LA-Newhire/Default.aspx Address Information: P.O. Box 142513 Austin, TX 78714	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• Occupation• First day of work• State of hire• Employer name• Employer address• FEIN• SEIN	<ul style="list-style-type: none">• Online (state portal/FTP)• Mail (diskette)• Fax• Payroll services	No
Maine Maine Division of Support Enforcement and Recovery - New Hire Reporting Program Direct Phone: 207-624-4100 Fax 1: 207-287-6882 Email: maine.newhire@maine.gov	Within 7 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• Employee date of birth	<ul style="list-style-type: none">• Online (state portal)• Mail• Fax	Yes

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Website: https://portal.maine.gov/newhire/ Address Information: 11 State House Station 109 Capitol St., 2nd Floor Augusta, ME 04333		<ul style="list-style-type: none">• Date of hire• Employer name• Employer address• FEIN		
Maryland Arlette Thomas-Fletcher, Administrator/Contract & Grants Manager Human Service Program Planning Direct Phone: 443-257-3605 Public Phone: 888-634-4737 Fax 1: 410-281-6004 Fax 2: 888-657-3534 Email: arlette.thomasfletcher@maryland.gov Website: https://www.mdnewhire.com/#/public/public-landing/login Address Information: Maryland State Directory of New Hires P.O. Box 1316 Baltimore, MD 21203	Within 20 days of hire (or rehire) date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work• Availability of health insurance• Salary and pay frequency• Employer name• Employer address• FEIN• State of Maryland Unemployment Insurance Number (SUI)• Employee gender Optional <ul style="list-style-type: none">• Employee date of birth	<ul style="list-style-type: none">• Online• Electronic• Mail• Fax	No

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
<p>Massachusetts Kathlyn Cox Breen Direct Phone: 617-887-7562 Fax 1: 617-376-3262 Email: cox@dor.state.ma.us Website: http://www.mass.gov/dor/child-support/employers/new-hire-reporting/</p> <p>Address Information: Massachusetts Department of Revenue P.O. Box 55141 Boston, MA 02205</p>	Within 14 days of start date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name• Employee address• SSN• Date of hire or reinstatement• Employer name• Payroll address• FEIN	<ul style="list-style-type: none">• Online• Bulk filing• Electronic file transfer (EFT)	Yes
<p>Michigan Public Phone: 800-524-9846 Fax 1: 877-318-1659 Website: https://www.mi-newhire.com/</p> <p>Address Information: Michigan New Hires Operation Center P.O. Box 85010 Lansing, MI 48908</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name (first/middle/last)• Employee address• SSN• Date of hire• State of hire (required if reporting as multi-state employer)• Employer name• Employer mailing address• FEIN	<ul style="list-style-type: none">• Online• mail (paper and electronic media)• fax• payroll services	No, but encouraged and accepted.

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		Optional <ul style="list-style-type: none">Employee date of birthEmployee state of hireEmployee driver's licenseEmployer phoneEmployer faxEmployer emailEmployer contact nameSEIN		
Minnesota Public Phone: 800-672-4473 Fax 1: 800-692-4473 Website: https://newhire-reporting.com/MN-Newhire/Default.aspx Address Information: P.O. Box 64212 St. Paul, MN 55164	Within 20 days of hire date or rehire date	New Hire Information <ul style="list-style-type: none">Employee name (FirstMiddleLast)Employee addressSSNDate of HireState of hire (if multi-state employer)Employer corporate nameEmployer addressFEIN Optional <ul style="list-style-type: none">Employee date of birth	<ul style="list-style-type: none">Online (state portal/FTP)MailFaxPayroll services	Yes - for state agencies and all political subdivisions of the state. Optional, but encouraged for Independent Contractors to fill out 1099 form, MN Statute 256.998 Work Reporting System, subd 9: Government Agencies are required to report Independent Contractors. However, this does not include Federal Government Agencies. For all other employers/payor of funds it is optional.

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		<ul style="list-style-type: none">• Employer phone number• Employer contact name• Employer email address		
<p>Mississippi Public Phone: 800-241-1330 Fax 1: 800-937-8668 Website: www.ms-newhire.com</p> <p>Address Information: Mississippi State Directory of New Hires P.O. Box 437 Norwell, MA 02061</p>	Within 15 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name (first/middle/last)• Employee address• SSN• Date of hire• Date of birth• Gender• Salary• Payment frequency• Health insurance eligibility• Employer name• Employer address• FEIN• SEIN <p>Optional Employer Information</p> <ul style="list-style-type: none">• Employer's phone number• Employer's contact Name• Employer email address• Employer's payroll	<ul style="list-style-type: none">• Online (state portal/FTP)• Mail• Fax• Payroll Service	No

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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		country code		
<p>Missouri Public Phone: 888-663-6751 Fax 1: 877-573-6172 Website: https://www.missouriemployer.dss.mo.gov/NewHireInfo.aspx</p> <p>Address Information: P.O. Box 3340 Jefferson City, MO 65105</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work• Employer name• Employer address• FEIN <p>Optional</p> <ul style="list-style-type: none">• Employee date of birth• Employee state of hire (required if reporting as a multi-state employer)• Health insurance eligibility• Employment type (full/part-time/temporary)• Employer payroll address	<ul style="list-style-type: none">• Online (state portal/FTP)• Mail• Fax	No
<p>Montana Gary Dahlquist, New Hire Directory Specialist Direct Phone: 800-346-5437 Extension: 1133 Public Phone: 180-034-6543 Extension: 4 Fax 1: 888-272-1990</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work	<ul style="list-style-type: none">• Online (state portal) *preferred*• File Transfer System• Phone• Mail (hard copy of report)• Fax	No

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To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
<p>Fax 2: 406-444-0745</p> <p>Email: NewHireReporting@mt.gov</p> <p>Website: https://dphhs.mt.gov/cssd/employerinfo/newhirereporting</p> <p>Address Information:</p> <p>P.O. Box 8013</p> <p>Helena, MT 59604</p>		<ul style="list-style-type: none">• Employer name• Employer address• FEIN <p>Optional</p> <ul style="list-style-type: none">• State of hire• Employee home phone number• Employee date of birth• Employer work phone number• Employer fax number• Health insurance availability		
<p>Nebraska</p> <p>Public Phone: 888-256-0293</p> <p>Fax 1: 866-808-2007</p> <p>Website: https://ne-newhire.com/</p> <p>Address Information:</p> <p>P.O. Box 483</p> <p>Norwell, MA 02061</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work• Employer name• Employer address• FEIN <p>Optional</p> <ul style="list-style-type: none">• Employee date of birth	<ul style="list-style-type: none">• Online (state portal• SFTP)• Mail (diskette/CD-R/reel tape/cartridges)• Fax• Payroll services	Yes

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		<ul style="list-style-type: none">State of hireHealth insurance availability for dependents		
<p>Nevada Katie Krueger Direct Phone: 775-684-3948 Fax 1: 775-684-6397 Email: kakrueger@detr.nv.gov Website: http://ui.nv.gov/ess.html Phone: 775-684-6370 Fax: 775-684-6379</p> <p>Address Information: 500 East Third St. Carson City, NV 89713</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">Employee nameEmployee addressSSNFirst day of workEmployer nameEmployer addressFEIN <p>Optional</p> <ul style="list-style-type: none">Employee date of birthState of hire	<ul style="list-style-type: none">Online (state portalFTP)MailFax	No
<p>New Hampshire Direct Phone: 603-229-4371 Public Phone: 800-803-4485 Fax 1: 603-224-0825 Website: https://www.nhes.nh.gov/services/employers/compliance.htm</p> <p>Address Information: New Hampshire Employment Security</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">Employee name (first/middle/last)Employee address (not a P.O. Box)SSNDate of hireEmployer name	<ul style="list-style-type: none">FTP TransmissionOnline (state portal)FaxUS MailCDs.	Yes - if the remuneration for services is anticipated to exceed \$2,500, or there was a break in services for at least 60 consecutive calendar days and the anticipated or actual remuneration for services following the break in services

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
P.O. Box 2092 Concord, NH 03302		<ul style="list-style-type: none">• Employer address• FEIN• NHES Employer Account Number (if any)• Work state• Type of hire (employee or contractor)		exceeds \$2,500
New Jersey Public Phone: 877-654-4737 Fax 1: 800-304-4901 Website: https://www.njcsesp.com/ Address Information: New Jersey New Hire Reporting Center P.O. Box 4654 Trenton, NJ 8650	Within 20 days of hire (or rehire) date	New Hire information <ul style="list-style-type: none">• Employee name• Employee mailing address• SSN• Date of birth• Date of hire• Employer name• Employer address• FEIN	<ul style="list-style-type: none">• Online• Electronic• Mail• Fax	Yes
New Mexico Public Phone: 888-878-1607 Fax 1: 888-878-1614 Website: https://nm-newhire.com/ Address Information:	Within 20 days of hire date		<ul style="list-style-type: none">• Online (new hire website/FTP/encrypted file upload)• Mail (CD-R/ W4/ New Hire Report)• Fax	No

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
P.O. Box 2999 Mercerville, NJ 08690			<ul style="list-style-type: none">New Hire Mobile AppPayroll services https://clicktime.symantec.com/a/	
New York New York State Department of Tax and Finance - New Hire Notification Public Phone: 518-320-1079 Fax 1: 518-320-1080 Website: http://www.tax.ny.gov/bus/wt/newhire.htm Address Information: New York State Department of Tax and Finance, New Hire Notification P.O. Box 15119 Albany, NY 12212	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">Employee name (first/middle initial/last)Employee addressSSNDate of hireEmployer nameEmployer addressFEINHealth insurance availability	<ul style="list-style-type: none">Online (state portal)Electronic transmissionsMailFax	Yes
North Carolina Public Phone: 888-514-4568 Fax 1: 866-257-7005 Website: https://ncnewhires.ncdhhs.gov/ Address Information: North Carolina New Hire Directory P.O. Box 427 Norwell, MA	Within 20 days of start date	New Hire Information <ul style="list-style-type: none">Employee name (first/middle/last)Employee addressSSNDate of hireEmployer nameEmployer addressFEIN	<ul style="list-style-type: none">OnlineElectronic transmissionNew hire data entry softwareMailFax	No

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		<ul style="list-style-type: none">• SEIN Optional <ul style="list-style-type: none">• Employee date of birth		
North Dakota Direct Phone: 701-328-7528 Public Phone: 800-231-4255 Fax 1: 701-328-5497 Email: sohire@nd.gov Website: https://childsupport.dhs.nd.gov/employers/new-hire-reporting Address Information: P.O. Box 7369 Bismarck, ND 58507	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work• State of hire• Employer name• Employer address• FEIN• Health insurance availability	<ul style="list-style-type: none">• Online (state portal)• Mail• Fax• Payroll service	No
Ohio Direct Phone: 614-221-5330 Public Phone: 888-872-1490 Fax 1: 888-872-1611 Fax 2: 614-221-7088 Website: https://oh-newhire.com Address Information: Ohio New Hire Reporting Center	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name (first/middle/last)• Date of Birth• Employee address• SSN• Date of hire• State of hire• Employer name	<ul style="list-style-type: none">• Online (state portal/FTP)• Mail• Fax• Payroll services	Yes, for contractors who are anticipated to make \$2,500 or greater

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
P.O. Box 15309 Columbus, OH 43215		<ul style="list-style-type: none">• Employer address• FEIN Required Independent Contractor Information <ul style="list-style-type: none">• Independent Contractor's name• Independent Contractor's address• SSN• FEIN• Date payment begins• Length of time the independent contractor will be performing services for the employer Optional Employer Information <ul style="list-style-type: none">• Employer income tax credit status• Employer second address• Optional Employee and Independent Contractor Information		
Oklahoma	Within 20 days of hire date	New Hire Information	<ul style="list-style-type: none">• Online (portal)	No

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Direct Phone: 405-325-9190 Fax 1: 405-325-8210 Email: ocss.contact.esc@okdhs.org Website: https://www.ok.gov/oesc/newhire/app/index.php New Hire System issues Phone Number: 405-557-5350 New Hire Form - Fax Number: 405-557-5452 Address Information: Oklahoma New Hire Reporting Center P.O. Box 52003 Oklahoma City, OK 52003		<ul style="list-style-type: none">Employee nameEmployee addressSSNFirst day of work or recall to workDate of birthState of hireOccupationSalaryEmployer nameEmployer addressFEINOklahoma Employer Account Number (assigned by OESC)Health insurance availability for dependents	<ul style="list-style-type: none">MailFax	
Oregon Direct Phone: 503-378-2868 Public Phone: 866-907-2857 Fax 1: 877-877-7415 Email: ChildSupportEmployerServices@doj.state.or.us Website: https://www.doj.state.or.us/child-support/for-employers/employer-resources-	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">Employee nameEmployee addressSSNFirst day of workState of hire	<ul style="list-style-type: none">Online (state portal)MailFax	Yes. The independent contractor information must be reported not later than 20 days after the date the employer engages or reengages an individual who is an independent contractor for

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
overview Address Information: 4600 25th Ave. NE Suite 180 Salem, OR 97301		<ul style="list-style-type: none">• Employer name• Employer address• FEIN		more than 20 days.
Pennsylvania Public Phone: 888-724-4737 Fax 1: 866-748-4473 Email: RA-LI-CWDS-NewHire@pa.gov Website: https://www.pacareerlink.pa.gov Address Information: Commonwealth of Pennsylvania - New Hire Reporting Program P.O. Box 69400 Harrisburg, PA 17106	Within 20 days of hire (or rehire) date	Employer Information <ul style="list-style-type: none">• Federal Employer Identification Number (FEIN)• Company Name• Street Address• City• State• and Zip Code• Contact person's name and phone number For Each New Hire Employee(s) <ul style="list-style-type: none">• Full Legal Name• Street Address• City• State of Hire	<ul style="list-style-type: none">• Website (file upload or manual data entry)• Secure FTP (file upload)• Mail (must use an approved reporting form)• Facsimile (must use an approved reporting form)	No

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		<ul style="list-style-type: none">• Zip Code• Social Security Number• Date of Hire• Date of Birth		
<p>Puerto Rico Direct Phone: 787-754-5818 Public Phone: 787-625-3137 Fax 1: 787-754-2369 Email: PATRONOSNH@trabajo.pr.gov Website: https://patronos.trabajo.pr.gov/patronos/acercade.aspx?Id=228&M=286&F=12</p> <p>Address Information: P.O. Box 190797 San Juan, PR 00919</p>	Within 20 days of hire (or rehire) date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name (including mother's maiden name)• Employee address• SSN• Date of hire• Date of birth• First day of work• Health insurance availability• Employer name• Employer address• FEIN• SEIN	<ul style="list-style-type: none">• Portal• Mail• Fax	No
<p>Rhode Island Public Phone: 888-870-6461 Extension: 200 Fax 1: 888-430-6907 Email: contact@ri-newhire.com</p>	Within 14 days of start date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name• Employee address• SSN	<ul style="list-style-type: none">• Online (state portal/FTP)• Mail• Fax	No

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Website: www.ri-newhire.com Address Information: Rhode Island New Hire Reporting Directory P.O. Box 485 Norwell, MA 2061		<ul style="list-style-type: none">• Date of hire• State of hire (required if reporting as multi-state employer)• Employer name• Employer address• FEIN Optional <ul style="list-style-type: none">• Employee date of birth• Employee state of hire• Employee health insurance• Employee date health insurance began• Employer phone• Employer contact name• Employer email		
South Carolina Daniel Scoggins Direct Phone: 803-898-9235 Fax 1: 803-898-9100 Email: scnewhire@dss.sc.gov Website: https://newhire.sc.gov/	Within 20 days of start date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• Hire/Rehire date• Employer name	<ul style="list-style-type: none">• Online (state portal)• Mail• Fax	Optional

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Address Information: South Carolina Department of Social Services, Child Support Services Division P.O. Box 1469 Columbia, SC 29202		<ul style="list-style-type: none">Employer mailing addressFEIN Optional <ul style="list-style-type: none">Date of birthEmployer phone number		
South Dakota Direct Phone: 605-626-2942 Public Phone: 888-827-6078 Fax 1: 605-626-2842 Fax 2: 888-835-8659 Website: https://dlr.sd.gov/ra/new_hire_reporting/default.aspx Address Information: P.O. Box 4700 Aberdeen, SD 57402	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">Employee nameEmployee addressSSNFirst day of workState of hireEmployer nameEmployer addressFEIN	<ul style="list-style-type: none">Online (state portal/FTP)PhoneMailFax	No
Tennessee Direct Phone: 615-884-2828 Public Phone: 888-715-2280 Fax 1: 877-505-4761 Email: contact@tnnewhire.com Website: https://tnnewhire.com/ Address Information:	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">Employee nameEmployee addressSSNDate of hireState of hire (required if reporting as multi-state employer)	<ul style="list-style-type: none">Onlineelectronicmailfax	No

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Tennessee New Hire Reporting Program P.O. Box 438 Norwell, MA 02061		<ul style="list-style-type: none">• Employer name• Employer address• FEIN		
Texas Website: https://employer.oag.texas.gov Christa Arocha-De Leon Employer Services Director Phone: 800-850-6442 Fax: 800-732-5015 Email: CSS-Outreach@oag.texas.gov Address Information: ENHR Operations, P.O. Box 149224 Austin, TX 78714	Employers must report new hires and rehires within 20 calendar days from the date in which the employee starts earning wages.	New Hire Information <ul style="list-style-type: none">• Company name• Company mailing address (if different from payroll address)• provide payroll address)• Company Federal employer Identification Number (FEIN)• Employee Name• Employee Address• Employee SSN• Date of Hire	<ul style="list-style-type: none">• Online (state portal/FTP)• Mail• Fax	Yes
Utah Direct Phone: 801-517-4785 Public Phone: 800-222-2857 Extension: 4785 Fax 1: 801-526-4391 Website: http://jobs.utah.gov/UI/Employer/Login.aspx Address Information:	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work• State of hire• Employer name	<ul style="list-style-type: none">• Online (state portal)• Fax• Telephone (up to 3 per call)	No

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
P.O. Box 45247 Salt Lake City, UT 84145		<ul style="list-style-type: none">• Employer address• FEIN Optional <ul style="list-style-type: none">• Employee date of birth		
Vermont Vermont Department of Labor Direct Phone: 802-828-4344 Fax 1: 802-828-4022 Email: Labor.UIAndWages@vermont.gov Website: https://labor.vermont.gov/unemployment-insurance/unemployment-information-employers/employer-online-services/new-hire Address Information: 5 Green Mountain Drive P.O. Box 488 Montpelier, VT 05601	Within 10 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• First date of work• Employer name• Employee address• FEIN	<ul style="list-style-type: none">• Online (state portal)• Mail (CD)• Fax	No
Virginia Public Phone: 800-979-9014 Extension: 2 Fax 1: 800-349-9146 Website: https://va-newhire.com/ Address Information: Virginia New Hire Reporting Center	Within 20 days of hire (or rehire) date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• Date of hire• Employer name• Employer address	<ul style="list-style-type: none">• Online• Electronic• Mail• Fax	Yes

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
P.O. Box 3757 Trenton, NJ 08619		<ul style="list-style-type: none">• FEIN Optional <ul style="list-style-type: none">• Employee date of birth• Health insurance availability• Employer phone• Employer fax• Employer email address• Employer contact name		
Virgin Islands Public Phone: 340-776-3700 Extension: 2012 Fax 1: 340-774-5908 Email: newhire@dol.vi.gov Website: https://www.vidol.gov/ Address Information: Virgin Islands Department of Labor P.O. Box 303159 St. Thomas, VI 00803	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• Date of hire/rehire• Date of birth• Health insurance availability• Date when employee first performed services for pay• Employer name• Employer address• FEIN	<ul style="list-style-type: none">• Electronic• Mail• Fax	No

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		<ul style="list-style-type: none">• Employer phone number• Employer fax/email• Contact person• Virgin Islands Employment Security Agency (VIESA) #		
Washington Public Phone: 800-562-0479 Fax 1: 800-782-0624 Email: dcshire@dshs.wa.gov Website: www.NewHire.wa.gov Address Information: P.O. Box 9023 Olympia, WA 98507	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• Date of birth• Date of hire• Employer name• Employer address• FEIN	<ul style="list-style-type: none">• Online (state portal)• Mail• Fax• Phone	No
West Virginia Public Phone: 877-625-4669 Fax 1: 877-625-4675 Website: https://www.wv-newhire.com/ Address Information: West Virginia New Hire Reporting Center P.O. Box 2998	Within 14 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• Date of hire• Employer name• Employer address• FEIN	<ul style="list-style-type: none">• Online• Electronic• Mail• Fax• Mobile App (available for iPhone and iPad devices on the App Store and for Android devices on	Yes. Report independent contractors when payment for the services is \$2,500 or greater

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Trenton, NJ 8690			Google Play)	
Wisconsin Public Phone: 888-300-4473 Fax 1: 800-277-8075 Website: www.wi-newhire.com Address Information: P.O. Box 14431 Madison, WI 53708	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work• Date of birth• Employer name• Employer address• Payroll processing address• FEIN Optional <ul style="list-style-type: none">• Employee state of hire• Employer contact name• Employer phone number• Employer fax number• Employer email address	<ul style="list-style-type: none">• Online (state portal/FTP)• Mail• Fax• Payroll services	No
Wyoming Public Phone: 800-970-9258 Fax 1: 800-921-9651 Website: http://newhire-reporting.com/WY-Newhire/default.aspx	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work	<ul style="list-style-type: none">• Online (state portal/FTP)• Encrypted email• Mail (CD/diskette/reel tape/cartridge)• Fax	No

State Contact and Program Information

State New Hire Reporting

This document provides state-specific information about new hire reporting contact information, reporting time frame, data elements (mandatory and optional), method of transmission, and whether the state requires independent contractor reporting.

To locate a state, from the menu bar, select **Edit** tab, select **Find** (or **Ctrl+F** for Window users or **Option+F** for Mac OS users), then enter the state name in the search field.

Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
Address Information: P.O. Box 1408 Cheyenne, WY 82003		<ul style="list-style-type: none">• State of hire (only for multi-state employers)• Employer name• Employee address• FEIN Optional <ul style="list-style-type: none">• Employee date of birth• Employer phone number• Employer contact name	<ul style="list-style-type: none">• Payroll services	