

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>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</p> <p>Address Information: 649 Monroe St. Room 3205 Montgomery, AL, 36131</p>	Within 7 days of hire (or rehire) date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name• Employee address• Employee SSN• First day of work• Whether employee was newly hired or recalled to work• Employer name• Employer address• Employer FEIN	<ul style="list-style-type: none">• Employers with 5 or more employees must report via the Internet through the state website• Employers with less than 5 employees may use the Internet system or they may send copies of New Hires to the New Hire unit	No
<p>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</p> <p>Address Information: 550 W 7th Ave. Suite 310 Anchorage, AK 99501</p>	Within 20 days of hire date		<ul style="list-style-type: none">• Online (state portal)• Mail• Fax	No

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Arizona Public Phone: 888-282-2064 Fax 1: 888-262-0502 Email: AZ-Newhire@maximus.com Website: https://newhire-reporting.com/az-newhire/default.aspx Vendor email not for reporting. Address Information: PO Box 138003 Sacramento, 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, 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://www.de-newhire.com/de-Newhire/default.aspx Address Information: P.O. Box 90370 Atlanta, 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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Contact Information	Reporting Timeframe (non-magnetic media only)	Data Elements	Method of Transmission	Independent Contractor Reporting Required?
		<ul style="list-style-type: none">GenderIf employee left employment before report was sentPoint of contact nameContact phone numberContact fax numberContact 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 addressSSNFirst day of workEmployer nameEmployer addressFEIN	<ul style="list-style-type: none">OnlineElectronic transmissionMailFax	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 nameEmployee addressSSNITINDate of hire	<ul style="list-style-type: none">Online (state portal)PhoneMailFax	Yes

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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?
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?
dcss-contracts-grants@dhs.ga.gov Address Information: Georgia New Hire Reporting Program P.O. Box 3068 Trenton, NJ, 08619		<ul style="list-style-type: none">• Employer address• FEIN		
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 Address Information: 590 S. Marine Corps Dr, Ste 901, Tamuning, GU 96931	Within 20 days of hire date	New Hire Information <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 Optional <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, 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	Yes
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, 08619		<ul style="list-style-type: none">• State of hire• Employer name• Employer address• FEIN• Employees current job title• Employees primary standardized occupational classification code• Employees starting compensation• Employees rate of pay		
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 name• Employee address• SSN• First day of work• State of hire• Employer name• Employer address• FEIN• Health coverage availability	<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?
		<ul style="list-style-type: none">• Approximate date employee qualifies for coverage• Address where income withholding and garnishment orders 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/employers/employer-services/new-hire-directory</p> <p>Address Information: P.O. Box 3510 Topeka, 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	<ul style="list-style-type: none">• Online (state portal)• Mail• Fax	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		
Kentucky Public Phone: 800-817-2262 Fax 1: 800-817-0099 Website: https://ky-newhire.com/#/public/public-landing/login Address Information: Kentucky New Hire Reporting Center P.O. Box 141845 Austin, 78714	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)Employer nameEmployer addressFEINSEIN	<ul style="list-style-type: none">OnlineElectronicMailFax	No
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 nameEmployee addressSSNOccupationFirst day of workState of hireEmployer nameEmployer addressFEIN	<ul style="list-style-type: none">Online (state portal/FTP)Mail (diskette)FaxPayroll services	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">• SEIN		
<p>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 Website: https://portal.maine.gov/newhire/</p> <p>Address Information: 11 State House Station 109 Capitol St., 2nd Floor Augusta, ME 04333</p>	Within 7 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">• Employee name• Employee address• SSN• Employee date of birth• Date of hire• Employer name• Employer address• FEIN	<ul style="list-style-type: none">• Online (state portal)• Mail• Fax	Yes
<p>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</p> <p>Address Information:</p>	Within 20 days of hire (or rehire) date	<p>New Hire Information</p> <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	<ul style="list-style-type: none">• Online• Electronic• Mail• Fax	No

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Maryland State Directory of New Hires P.O. Box 1316 Baltimore, MD 21203		<ul style="list-style-type: none">State of Maryland Unemployment Insurance Number (SUI)Employee gender Optional <ul style="list-style-type: none">Employee date of birth		
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/ Address Information: Massachusetts Department of Revenue P.O. Box 55141 Boston, MA, 02205	Within 14 days of start date	New Hire Information <ul style="list-style-type: none">Employee nameEmployee addressSSNDate of hire or reinstatementEmployer namePayroll addressFEIN	<ul style="list-style-type: none">OnlineBulk filingElectronic file transfer (EFT)	Yes
Michigan Public Phone: 800-524-9846 Fax 1: 877-318-1659 Website: https://www.mi-newhire.com/ Address Information:	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">Employee name (first/middle/last)Employee addressSSNDate of hire	<ul style="list-style-type: none">Onlinemail (paper and electronic media)faxpayroll 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?
Michigan New Hires Operation Center P.O. Box 85010 Lansing, 48908		<ul style="list-style-type: none">State of hire (required if reporting as multi-state employer)Employer nameEmployer mailing addressFEIN 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	<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

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		employer) <ul style="list-style-type: none">• Employer corporate name• Employer address• FEIN Optional <ul style="list-style-type: none">• Employee date of birth• Employer phone number• Employer contact name• Employer email address		Independent Contractors. However, this does not include Federal Government Agencies. For all other employers/payor of funds it is optional.
Mississippi Public Phone: 800-241-1330 Fax 1: 800-937-8668 Website: www.ms-newhire.com Address Information: Mississippi State Directory of New Hires P.O. Box 437 Norwell, 02061	Within 15 days of hire date	New Hire Information <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	<ul style="list-style-type: none">• Online (state portal/FTP)• Mail• Fax• Payroll Service	No

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		<ul style="list-style-type: none">• SEIN Optional Employer Information <ul style="list-style-type: none">• Employer's phone number• Employer's contact Name• Employer email address• Employer's payroll country code		
Missouri Public Phone: 888-663-6751 Fax 1: 877-573-6172 Website: https://www.missouriemployer.dss.mo.gov/NewHireInfo.aspx Address Information: P.O. Box 3340 Jefferson City, MO 65105	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• Employee state of hire (required if reporting as a multi-state employer)• Health insurance eligibility• Employment type (full/part-time/temporary)	<ul style="list-style-type: none">• Online (state portal/FTP)• Mail• Fax	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 payroll address		
<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 Fax 2: 406-444-0745 Email: NewHireReporting@mt.gov Website: https://dphhs.mt.gov/cssd/employerinfo/newhirereporting</p> <p>Address Information: P.O. Box 8013 Helena, MT 59604</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">State of hireEmployee home phone numberEmployee date of birthEmployer work phone numberEmployer fax numberHealth insurance availability	<ul style="list-style-type: none">Online (state portal) *preferred*File Transfer SystemPhoneMail (hard copy of report)Fax	No
<p>Nebraska Public Phone: 888-256-0293 Fax 1: 866-808-2007 Website: https://ne-newhire.com/</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">Employee nameEmployee addressSSN	<ul style="list-style-type: none">Online (state portalSFTP)Mail (diskette/CD-R/reel tape/cartridges)	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?
Address Information: P.O. Box 483 Norwell, MA 02061		<ul style="list-style-type: none">First day of workEmployer nameEmployer addressFEIN Optional <ul style="list-style-type: none">Employee date of birthState of hireHealth insurance availability for dependents	<ul style="list-style-type: none">FaxPayroll services	
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 Address Information: 500 East Third St. Carson City, NV 89713	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">Employee nameEmployee addressSSNFirst day of workEmployer nameEmployer addressFEIN Optional <ul style="list-style-type: none">Employee date of birthState of hire	<ul style="list-style-type: none">Online (state portalFTP)MailFax	No
New Hampshire Direct Phone: 603-229-4371	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">Employee name	<ul style="list-style-type: none">FTP TransmissionOnline (state portal)	Yes - if the remuneration for services is anticipated to exceed

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?
Public Phone: 800-803-4485 Fax 1: 603-224-0825 Website: https://www.nhes.nh.gov/services/employers/compliance.htm Address Information: New Hampshire Employment Security P.O. Box 2092 Concord, NH 03302		(first/middle/last) <ul style="list-style-type: none">• Employee address (not a P.O. Box)• SSN• Date of hire• Employer name• Employer address• FEIN• NHES Employer Account Number (if any)• Work state• Type of hire (employee or contractor)	<ul style="list-style-type: none">• Fax• US Mail• CDs.	\$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 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, 08650	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

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?
New Mexico Public Phone: 888-878-1607 Fax 1: 888-878-1614 Website: https://nm-newhire.com/ Address Information: P.O. Box 2999 Mercerville, 08690	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">Employee name (first middle last)Employee Date of BirthEmployee Mailing AddressEmployee SSNDate of HireState of HireEmployer NameEmployer Payroll Processing addressFEIN	<ul style="list-style-type: none">Online (new hire website/FTP/encrypted file upload)Mail (CD-R/ W4/ New Hire Report)FaxNew Hire Mobile AppPayroll services https://clicktime.symantec.com/a/	No
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	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 addressFEIN	<ul style="list-style-type: none">Online (state portal)Electronic transmissionsMailFax	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?
Albany, 12212		<ul style="list-style-type: none">Health insurance availability		
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 addressFEINSEIN Optional <ul style="list-style-type: none">Employee date of birth	<ul style="list-style-type: none">OnlineElectronic transmissionNew hire data entry softwareMailFax	No
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	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)MailFaxPayroll service	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?
Bismarck, ND 58507		<ul style="list-style-type: none">Health insurance availability		
<p>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</p> <p>Address Information: Ohio New Hire Reporting Center P.O. Box 15309 Columbus, OH, 43215</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">Employee name (first/middle/last)Date of BirthEmployee addressSSNDate of hireState of hireEmployer nameEmployer addressFEIN <p>Required Independent Contractor Information</p> <ul style="list-style-type: none">Independent Contractor's nameIndependent Contractor's addressSSNFEINDate payment beginsLength of time the	<ul style="list-style-type: none">Online (state portal/FTP)MailFaxPayroll 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?
		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 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	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• First day of work or recall to work• Date of birth• State of hire• Occupation• Salary• Employer name• Employer address• FEIN	<ul style="list-style-type: none">• Online (portal)• 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">Oklahoma Employer Account Number (assigned by OESC)Health insurance availability for dependents		
<p>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-overview</p> <p>Address Information: 4600 25th Ave. NE Suite 180 Salem, OR, 97301</p>	Within 20 days of hire date	<p>New Hire Information</p> <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)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 more than 20 days.
<p>Pennsylvania Public Phone: 888-724-4737 Fax 1: 866-748-4473 Email: RA-LI-CWDS-NewHire@pa.gov Website: https://www.pacareerlink.pa.gov</p>	Within 20 days of hire (or rehire) date	<p>Employer Information</p> <ul style="list-style-type: none">Federal Employer Identification Number (FEIN)Company NameStreet Address	<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	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: Commonwealth of Pennsylvania - New Hire Reporting Program P.O. Box 69400 Harrisburg, PA, 17106		<ul style="list-style-type: none">CityStateand Zip CodeContact person's name and phone number For Each New Hire Employee(s) <ul style="list-style-type: none">Full Legal NameStreet AddressCityState of HireZip CodeSocial Security NumberDate of HireDate of Birth	approved reporting form)	
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 Address Information:	Within 20 days of hire (or rehire) date	New Hire Information <ul style="list-style-type: none">Employee name (including mother's maiden name)Employee addressSSNDate of hireDate of birth	<ul style="list-style-type: none">PortalMailFax	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 190797 San Juan, 00919		<ul style="list-style-type: none">• First day of work• Health insurance availability• Employer name• Employer address• FEIN• SEIN		
Rhode Island Public Phone: 888-870-6461 Extension: 200 Fax 1: 888-430-6907 Email: contact@ri-newhire.com Website: www.ri-newhire.com Address Information: Rhode Island New Hire Reporting Directory P.O. Box 485 Norwell, 02061	Within 14 days of start date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• 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	<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?
		<ul style="list-style-type: none">Employee date health insurance beganEmployer phoneEmployer contact nameEmployer email		
<p>South Carolina Daniel Scoggins Direct Phone: 803-898-9235 Fax 1: 803-898-9100 Email: scnewhire@dss.sc.gov Website: https://newhire.sc.gov/</p> <p>Address Information: South Carolina Department of Social Services, Child Support Services Division P.O. Box 1469 Columbia, SC 29202</p>	Within 20 days of start date	<p>New Hire Information</p> <ul style="list-style-type: none">Employee nameEmployee addressSSNHire/Rehire dateEmployer nameEmployer mailing addressFEIN <p>Optional</p> <ul style="list-style-type: none">Date of birthEmployer phone number	<ul style="list-style-type: none">Online (state portal)MailFax	Optional
<p>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</p>	Within 20 days of hire date	<p>New Hire Information</p> <ul style="list-style-type: none">Employee nameEmployee addressSSNFirst day of workState of hireEmployer name	<ul style="list-style-type: none">Online (state portal/FTP)PhoneMailFax	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 4700 Aberdeen, SD 57402		<ul style="list-style-type: none">• Employer address• FEIN		
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: Tennessee New Hire Reporting Program P.O. Box 438 Norwell, 02061	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address• SSN• Date of hire• State of hire (required if reporting as multi-state employer)• Employer name• Employer address• FEIN	<ul style="list-style-type: none">• Online• electronic• mail• fax	No
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:	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)	<ul style="list-style-type: none">• Online (state portal/FTP)• 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?
ENHR Operations, P.O. Box 149224 Austin, TX 78714		<ul style="list-style-type: none">Employee NameEmployee AddressEmployee SSNDate of Hire		
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: P.O. Box 45247 Salt Lake City, UT 84145	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 birth	<ul style="list-style-type: none">Online (state portal)FaxTelephone (up to 3 per call)	No
Vermont Vermont Department of Labor Direct Phone: 802-828-4333 Fax 1: 802-828-4198 Email: Labor.UIAndWages@vermont.gov Website: https://labor.vermont.gov/unemployment-insurance/unemployment-information-employers/employer-online-services/new-hire	Within 10 days of hire date	New Hire Information <ul style="list-style-type: none">Employee nameEmployee addressSSNFirst date of workEmployer nameEmployee addressFEIN	<ul style="list-style-type: none">Online (state portal)Mail (CD)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: 5 Green Mountain Drive P.O. Box 488 Montpelier, 05601				
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 P.O. Box 3449 Trenton, 08619	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• 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	<ul style="list-style-type: none">• Online• Electronic• Mail• Fax	Yes
Virgin Islands Public Phone: 340-776-3700 Extension: 2012 Fax 1: 340-774-5908	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">• Employee name• Employee address	<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?
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		<ul style="list-style-type: none">• SSN• Date of hire/rehire• Date of birth• Health insurance availability• Date when employee first performed services for pay• Employer name• Employer address• FEIN• 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	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	<ul style="list-style-type: none">• Online (state portal)• Mail• Fax• Phone	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 9023 Olympia, WA 98507		<ul style="list-style-type: none">• Employer name• Employer address• FEIN		
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 Trenton, 08690	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 Google Play)	Yes. Report independent contractors when payment for the services is \$2,500 or greater
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	<ul style="list-style-type: none">• Online (state portal/FTP)• Mail• Fax• Payroll services	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?
		Optional <ul style="list-style-type: none">Employee state of hireEmployer contact nameEmployer phone numberEmployer fax numberEmployer email address		
Wyoming Public Phone: 800-970-9258 Fax 1: 800-921-9651 Website: http://newhire-reporting.com/WY-Newhire/default.aspx Address Information: P.O. Box 1408 Cheyenne, WY 82003	Within 20 days of hire date	New Hire Information <ul style="list-style-type: none">Employee nameEmployee addressSSNFirst day of workState of hire (only for multi-state employers)Employer nameEmployee addressFEIN Optional <ul style="list-style-type: none">Employee date of birthEmployer phone numberEmployer contact name	<ul style="list-style-type: none">Online (state portal/FTP)Encrypted emailMail (CD/diskette/reel tape/cartridge)FaxPayroll services	No