

## EMPLOYER'S QUESTIONNAIRE

- Legal name of the employer
- Legal address of the employer
- Address where the alien will work
- Telephone No.
- Fax No.
- E-mail address:
- Name of the beneficiary
- Name and position of person authorized to sign official papers (she/he should have power to hire)
- The date your business was established
- The nature/type of your business
  
- Your IRS tax number (EIN)
- The gross annual income of your company for most current tax year
- The net annual income of your company for most current tax year
- Has the company received TARP funding?
- The alien's job title:
- Detailed description of his/her everyday job duties:

- Education and experience requirement for this position
- The number of hours per week the alien will work and his work schedule (e.g., 9:00 a.m. to 5:00 p.m. Monday through Friday)
- The gross (before taxes, social security, etc.) wages per week or per year the alien will be paid
- A list of any benefits (insurance, profit sharing, etc.) that your company intends to pay to the alien
- Number of employees the alien will supervise
- Title of alien's immediate supervisor
- Titles of alien's subordinates (if any)
- The current number of individuals employed by your company
- The current number of individuals in H status employed by your company
- Has the company received any TARP funding?