

VERIFIER GUIDE



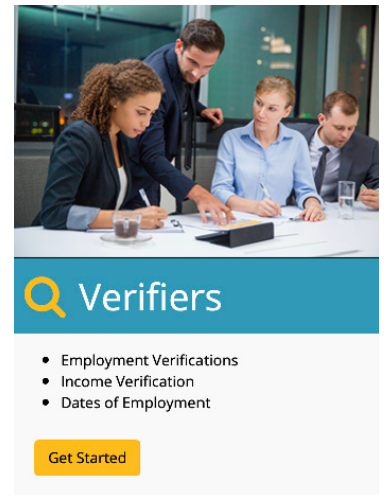
CCC VERIFY

Employment & Income Verification

Thank you for your request for a verification of employment and/or income on a City of Long Beach employee.

City of Long Beach utilizes CCC Verify, provided by Corporate Cost Control, for all of our verifications. CCC Verify provides immediate verification of employment and income on-line, 24/7.

To obtain a verification for a City of Long Beach employee, go to www.CCCVerify.com and select the “verifier” section



CCC Verify Information:

The FCRA, *Fair Credit Reporting Act*, only permits verifiers to obtain employee data for a specific purpose. You must have a permissible purpose to access verifications.

First time users to the site will need to set up an account as a verifier providing the required information when prompted. This is a very quick process.

- After you have created an account, your organization will then be credentialed and granted access, if appropriate.
- As a credentialed verifier, your organization will have access to the site with the ability to enter the Social Security Number of the employee for your verification of employment and/or income.
- Your report will be displayed instantly and you will be allowed to download a copy for your records.

CCC Verify Customer Support:

(855) 901-3099

Monday – Friday, 8:00am – 8:00pm (EST)