"The Work Number" Provides Automated Proof of Employment

The Work Number is an automated service that provides RCP employees with the ability to quickly provide proof of employment or income to mortgage lenders, banks, apartment complexes, and others who may need proof of employment or income. You benefit from having control of the process, since you authorize access to your information.

How to Use The Work Number:

For Proof of Employment:

Give the person needing proof of your employment the following information:

- Your Social Security Number
- RCP's Employer Code: 155481

The Work Number contact website and phone number

www.theworknumber.com or 1-800-367-5690

For Proof of Employment Plus Income:

Start by creating a Salary Key. A Salary Key is a six-digit number that allows one-time access to your salary information to create a Salary Key:

1. Access The Work Number either via the Web or telephone:
   www.theworknumber.com or 1-800-367-2884

2. Select the Employee option and Log in. To Log in, have the following information:
   - Your Social Security Number
   - Employer Code: 155481
   - Your PIN: last four digits of your Social Security Number plus month, then year of birth (MMYY).

3. Select Create a Salary Key and write down the six-digit number

4. Give the person needing proof of your employment plus income, the following information:
   - Your Social Security Number
   - **R**CP's Employer Code: 155481
   - Your Salary Key (from Step 3):

The Work Number contact website and phone number

www.theworknumber.com or 1-800-367-5690

Scan the QR code to go directly to **www.theworknumber.com**

Scan the QR code to load these instructions to your phone or tablet.