

I-9 COMPLIANCE TRAINING

Patricia A. Bollman delivers a Power Point presentation designed to train Human Resource and Personnel departments on all aspects of Form I-9 compliance. Learn about:

- Proper completion of each section of Form I-9
- Re-verification of Form I-9
- Retention and destruction of Form I-9
- Recent administrative law decisions related to employer liability for failure to properly complete Form I-9
- Special rules and federal regulations related to Form I-9
- E-verify and unlawful discrimination under the Immigration and Nationality Act and how to balance that with the proper completion of Form I-9

This presentation also allows for a question and answer session and concludes with a hands-on practice session including a review of sample I-9s to identify errors. The entire presentation, including questions and answers, runs 3 ½ to 4 hours.

Training Dates: Friday, May 18, 2012
Friday, August 10, 2012

Training Time: 9:00 a.m.

Location: 3636 South I-10 Service Road W., Suite 200
Metairie, LA 70001

Cost: \$375.00 per person*

*If you have four or more people please contact us regarding a flat rate for your group. If you are interested in personalized training at The Bollman Firm or at your own office, or attending a training session on a date not listed above, please contact us at 504-218-5887.

REGISTRATION

Training Date _____

Name _____ Company _____

Address _____

Phone _____ Fax _____ Email _____

Return completed form with payment to:

Patricia A. Bollman, APLC, 3636 South I-10 Service Road W., Suite 200, Metairie, LA 70001