

HOW TO ACCESS YOUR SOCIAL SECURITY INFORMATION

1. Visit the website at www.socialsecurity.gov/
2. Click sign-in or sign-up if you do not already have an existing account



Once you've logged in, the "My Social Security" tab will indicate how you would like to receive your social security code from the SSA system.

A screenshot of a verification step on the website. It asks the user to verify their cell phone number. The text reads: "Please verify your cell phone number". Below this, it asks: "Is your cell phone number still (***) *** - 9815?". There are two radio button options: "Yes, it is correct. Please provide a security code now." and "No, it is no longer valid and must be changed." A blue arrow points to the first option.

4. Choose which option you would prefer
5. Enter the code you receive and submit

A screenshot of a security code entry step. It asks the user to enter their security code. The text reads: "Please enter your security code". Below this is a dropdown menu with "Having trouble?". Below that is a text input field with the label "Enter the security code you just received." and a blue arrow pointing to it. At the bottom are three buttons: "Submit Security Code", "Previous", and "Exit".

3. If signing-up, please complete the information listed below:

- Move through the wizard of the "My Social Security" tab to enroll
- Create new account and agree to the terms of service

A screenshot of the "Terms of Service" page. It states: "You must be able to verify some information about yourself and:" followed by a list of requirements: "- Have a valid email address;", "- Have a Social Security number;", "- Have a U.S. mailing address; and", "- Be at least 18 years of age."

- Fill out your personal information in the fields

A screenshot of a form for entering personal information. It is titled "Your Name" and "As shown on your Social Security card." It has four input fields for "First", "M.I.", "Last", and "Suffix". Below these is a "Social Security Number (SSN)" input field.

- Establish your username and password

A screenshot of a form for creating a username and password. It has two input fields: "Username" and "Password". Below each field is a link that says "Forgot [Username/Password]?".

6. View your Social Security information

Once this has been completed, you can click any of the links to either display, save or print the documentation.

Social Security Statement: Amount of your lifetime earnings and your social security disability, survivor and retirement benefits

- View estimated benefit amounts you qualify for
- View earnings record of all years employed
- Print or save your full statement - this is your complete statement, including benefits and lifetime earnings
- Download your statement data - this provides an XML website programming code of your statement





Benefits and Statements

- Get a benefit verification letter - verification on whether or not you receive social security benefits

Benefits & Payments

You are not currently receiving Social Security benefits.

Get a Benefit Verification Letter

Need proof that you do not receive Social Security benefits? Here's your official letter.

7. Send email to loan officer

Once you've saved or printed your desired documentation, you will need to provide this to your loan officer by sending an email with the documentation attached.

To: My Loan Officer

Cc:

Bcc:

Subject: Information Attached - Last Name

Attached: Social Security Document.docx (11 KB)

Send as Adobe Document Cloud link

Hello,

I have attached my social security documentation.

Thank you!

For more information, please contact your **Mutual of Omaha Mortgage Loan Officer**

