



Online Employment and Income Verification Service

Casey's has partnered with InVerify to give you easy access to your employment and income verification information. InVerify, an Income and Employment Verification service, will help with gathering verification information needed for:

- **Loans** - Auto dealership providing financing
- **Home mortgage** - Bank, Mortgage Company, financial institution
- **Jobs** - Employment screening
- **Rental qualification** - Landlord or Property Manager verifying employment data
- **Assistance** - Social Services, Human Services, Family Services, Medicaid

InVerify helps provide verifiers with quick access to your employment and income related information. The requestor will work directly with InVerify's website to download a copy of your information. Using InVerify will speed up the process and help eliminate confusion related to inaccurate information.

Please refer all verifiers to www.inverify.net or (866) 295-7363 and they will handle the rest.

EMPLOYMENT VERIFICATION: Provides job title, total time with Casey's, and start or termination date.

Provide the verifier with the following information:

1. InVerify 866-295-7363 or www.inverify.net
2. Casey's General Stores Company Code: 139600
3. Team member's social security number

EMPLOYMENT VERIFICATION WITH INCOME: Provides job title, total time with Casey's, start date or termination date and current income data. Provide the verifier with the following information:

1. InVerify 866-295-7363 or www.inverify.net
2. Casey's General Stores Company Code: 139600
3. Team member's social security number
4. Income Key: Last 4 digits of your social security number followed by the first 3 characters of your last name.
Example: John Smith – 9999SMI. See more about your Income Key below.

EMPLOYMENT VERIFICATION WITH INCOME HISTORY: Provides job title, total time with Casey's, start date or termination date and historical salary data. Provide the verifier with the following information:

1. InVerify 866-295-7363 or www.inverify.net
2. Casey's General Stores Company Code: 139600
3. Team member's social security number
4. Income Key: Last 4 digits of your social security number followed by the first 3 characters of your last name.
Example: John Smith – 9999SMI. See more about your Income Key below.

Note:

- Team members can go to www.inverify.net for more information on services provided by InVerify.
- Team members do not need to register with InVerify to use only the verification services.
- InVerify typically provides verification information within 24 to 48 hours of the request.
- Team members and verifiers should contact InVerify for any status updates on information verification, including the status of faxed requests.

Team Member Self Service

Casey's team members also have access to the following services once InVerify registration is completed:

Verification of Employment Express Letter - Print out or download a copy of your own employment verification letter to use when looking for housing or for any other simple employment verification request.

Unofficial 'Employee Only' Copy of Verification Report - Review the verification report for your employee records. This report is for employee use only and cannot be distributed to third party verifiers like banks or mortgage companies.

Immigration Letter - Print out or download an employment letter designed specifically for use as employment and income verification with Immigration Offices.

Employee Usage Report - Determine who has executed a verification report on your profile. Specify a timeframe and obtain a list of who has executed a report, the type of report, and date it was executed.

Manage Your Income Key - Create or change an Income Key for verifiers to access your income information. A default key is set up automatically during service activation. You are able to change or set up an expiration date for your key at any time for additional security.

Get Registered

1. Go to www.inverify.net
2. Click Get Started
3. Scroll down to **Employee Registration** and click Register
4. Enter the Casey's Company Code (139600) and the other required information
5. You will receive an email to validate your email address. Please click on the link in the email, then enter your email address. Once your email is validated, click on the Login link to access your account
6. Choose from the available options

Income Key

The Income Key from InVerify gives team members additional control over access to income data. It is a seven digit code required to obtain access to income verification for any team member InVerify represents.

Casey's has set up a default Income Key: The last 4 digits of your social security number followed by the first 3 characters of your last name. Example: John Smith = 9999SMI

Team members have the option to change the key at any time and can set up an expiration date each time they do so that verifiers have access for a limited timeframe.

To change your Income Key:

1. Go to www.inverify.net
2. Log in to account (if you have not already registered, go to GET STARTED and scroll to Employee Registration)
3. Select: Manage Your Income Key (and confirm you are NOT a robot), then click NEXT
4. Enter new Income Key: Must be seven digits and include at least one letter and one number
5. OPTIONAL: Set an expiration date for your income key