

Security and Immigration Compliance Act (E-Verify)

Georgia law requires vendors who provide services to UGA to provide an E-Verify affidavit under certain conditions. This page provides helpful information for vendors concerning E-Verify, and also for UGA personnel for determining the E-Verify status of vendors.

Information for Vendors

Vendors who provide services greater than \$2,499.99 are required by state law to complete an E-Verify affidavit, before the services are procured. E-Verify forms and instructions are available below. Additionally, please see the [FAQs section](#) below as well as the [List of Common Purchases](#) which may assist vendors in their understanding of the purchases that may require E-Verify compliance.

[E-Verify Form Example with Instructions](#)

[E-Verify Immigration and Security Form](#) (contains contractor and subcontractor forms)

[How to Find Your E-Verify Number](#)

Information for UGA Campus Users

To understand the changes to UGA policies and procedures related to security and immigration compliance, please refer to the [Security and Immigration Compliance Act \(E-Verify\) information page](#).

Check Request policies and procedures will be revised to lower the limit on purchases “physical performance of services” based purchases to \$2,499.99.

Please see the [list of common purchases](#) that have been classified as services which may assist campus users in understanding the purchases that may require vendors to submit an E-Verify affidavit. Please note that this list is not all inclusive. If you have questions as to whether the E-Verify requirements apply to a purchase not on the list, please contact one of the buyers in UGA Procurement.

UGA Cardholders (P-Card)

The highest P-Card single transaction limit will be \$2,499 unless the cardholder has been granted a single transaction limit exception (STL). If you require an exception, please see [Instructions for Requesting an Exception to the P-Card STL](#).

Please see the [FAQs section](#) for answers to common questions. If you have additional questions about this topic, please contact Annette Evans at amevans@uga.edu.