

**Services Performed Outside the United States**  
(Employee – replaces I-9 verification)

**Statement by Employee**

I hereby certify that:

- I am not a citizen or permanent resident of the United States; **and**
- All of the services for Andrews University will be performed outside of the United States in

\_\_\_\_\_  
(Name of Country Where Services Performed)

I also understand that I must immediately notify Andrews University, via email to [employment@andrews.edu](mailto:employment@andrews.edu) and my supervisor below, if or when I begin to perform services in the United States.

Please check box if you have a US financial institution to receive payment for services

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
ID #

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

**Confirmation by Supervisor**

I confirm that to the best of my knowledge, the employee above is not performing services for Andrews University here in the United States.

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
ID #

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)