

# Social Security

The Official Website of the U.S. Social Security Administration

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## International Programs

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[International Programs home](#) / [International Agreements](#)

## International Agreements

### General Overview

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How the bilateral agreements program helps people who work in the U.S. and abroad.

### Description And Text Of Each Agreement

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Look here for links to online versions of our pamphlets describing each of the 24 U.S. agreements, as well as the complete text of each agreement.

### Certificates Of Coverage

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Employers should look here to learn how to request the documentation needed to avoid Social Security taxes in a foreign country under an agreement.

### Information For Employees Of Foreign Governments

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Employees of foreign Governments should look here to understand their coverage by Social Security.

### Status Table

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Here you will find a table showing the signing date, effective date and legal citation for all agreements in force and the status of pending agreements.

### More Information

After browsing our Web site, if you have questions about international Social Security agreements, call the Social Security Administration's Office of International Programs. Call **(410) 965-3322** if you have questions on benefits under the agreements. For questions on the coverage rules of the agreements, call **(410) 965-7306**. However, please do not call these numbers if you wish to inquire about an individual benefit claim. For inquiries about an individual benefit claim, contact the Office of International Operations.

*Last reviewed or modified 07/25/2012*

# Social Security

The Official Website of the U.S. Social Security Administration

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## International Programs

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[International Programs home](#) / [Online Certificate of Coverage Service](#)

### Online Certificate of Coverage Service

#### Introduction

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Are you a U.S. employer with operations in other foreign countries? Do you send employees to work temporarily overseas? If so, you and your employees may benefit from the bilateral Social Security agreements the United States has concluded with certain foreign countries.

These agreements, often called "Totalization" agreements, eliminate dual Social Security taxation, the situation that occurs when an employee from one country works in another country and is required to pay Social Security taxes to both to both countries on the same earnings. The agreements assign coverage to just one country and exempt the employer and employee from the payment of Social Security taxes in the other country.

#### What Are Certificates Of Coverage?

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If a Social Security agreement assigns coverage of the employee's work to the United States, the Social Security Administration issues a U.S. Certificate of Coverage. The certificate serves as proof that the employee and employer are exempt from the payment of Social Security taxes to the foreign country.

U.S. employers have traditionally used regular mail and fax to request certificates of coverage for their expatriate employees. Now, you can request certificates on line.

#### Confidentiality

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The Social Security Administration has taken reasonable measures, including encryption, to ensure we do not disclose your personal information to a third party. The Web is an open system and we cannot guarantee that others will not intercept and decrypt the information you send. To request a Certificate of Coverage by mail or fax, please take a look at the descriptions of individual Social Security agreements.



## What Are The Advantages Of The Online Service?

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- Faster service — eliminates the need for data rekeying,
- Data verification — checks data for keying errors or missing information before transmission,
- Email confirmation — provides an option to request confirmation of approved Certificate requests,
- Online help — provides help for completing data fields, and
- Up to date information — Online form is always the latest edition.

## Accessing The Online Certificate Request Forms

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You may access the online Certificate of Coverage service at

[www.socialsecurity.gov/coc](http://www.socialsecurity.gov/coc). If you would like instructions or require assistance with the use of the online forms, please contact the Social Security Administration's Office of International Programs by phone at **(410) 965-7306**, Monday through Friday, from 8 a.m. to 3 p.m. Eastern U.S. time.

*Last reviewed or modified 07/16/2012*

Form Approved:  
OMB No. 0960-0554



# Certificate of Coverage Service for Employers

Save Social Security Taxes for Your Employees Abroad

[Go To Online Request Forms](#)

Welcome to SSA's Online Certificate of Coverage Service. Employers who use this service can expect to receive Certificates several weeks faster than by mail. The online system eliminates delays due to data rekeying and provides automated error checking, resulting in fewer rejected applications.

This is one of several online processes SSA is making available as part of our efforts to provide World Class Service to the public. Let us have your [FEEDBACK](#) on this service (but please do NOT send confidential information, such as a Social Security number, through our Feedback form).

## WHAT ARE CERTIFICATES OF COVERAGE?

- SSA issues Certificates of Coverage pursuant to [bilateral Social Security agreements](#) with foreign countries. These agreements are sometimes called "Totalization" agreements. They eliminate dual Social Security coverage, the situation that occurs when an employee from one country works in another country and is required--together with the employer--to pay Social Security taxes to both countries on the same earnings. A Totalization agreement assigns coverage to just one country and exempts the employer and employee from Social Security taxes in the other country.
- If an agreement assigns coverage of an employee's work to the United States, a Certificate of U.S. Coverage issued by SSA serves as proof that the employee and employer are exempt from Social Security taxes in the other country.
- You can request Certificates of Coverage under Totalization agreements with the following 24 countries: Australia, Austria, Belgium, Canada, Chile, Czech Republic, Denmark, Finland, France, Germany, Greece, Ireland, Italy, Japan, Korea (South), Luxembourg, the Netherlands, Norway, Poland, Portugal, Spain, Sweden, Switzerland, and the United Kingdom.

## WHO SHOULD USE THE ONLINE CERTIFICATE REQUEST FORMS

If you are a [U.S. employer](#) sending an employee to work in an agreement country for 5 years or less, you can use the online form corresponding to that agreement to request a Certificate of U.S. Coverage. If you have an employee working in Italy, under certain conditions you can use the online form for that country even if the employee will be working there for more than 5 years.

## CONFIDENTIALITY

SSA is taking all reasonable and appropriate measures, including encryption, to ensure that personal information you send us using the online forms is not disclosed to any third party. However, the Internet is an open system and we cannot absolutely guarantee that the information you are sending will not be intercepted by others and decrypted. Although this possibility is remote, it does exist.

If you are not comfortable with these risks, please see one of our [articles](#) on individual Totalization agreements to learn how to request a Certificate of Coverage by mail or fax.

### WHERE WE WILL MAIL THE CERTIFICATE

If the employee qualifies for a Certificate, we will mail the Certificate to the U.S. address you furnish in the section of the form entitled YOUR U.S. LOCATION. If you would like the Certificate mailed to a different U.S. address, also complete the section entitled MAILING ADDRESS at the end of the form.

### EMPLOYEES OF FOREIGN AFFILIATES

If you are a U.S. employer, and you are sending an employee to work for a foreign affiliate of your company (rather than directly for you), please read this [IMPORTANT NOTE](#).

### HOW TO FILL OUT THE FORM

- Please complete the form as completely and accurately as possible or the processing of your request could be delayed. Most of the information requested is required under the terms of the Totalization agreements, and you will not be able to transmit your request to our server unless these required data fields are completed.
- Each data field is limited to a maximum number of characters. On most forms, we have designated the field's maximum size in parentheses. Please DO NOT exceed this size or your entry will be truncated.
- [Online Help](#) is available for filling out each item on the forms. Just click on the "hypertext" heading.

### PERFORMER CERTIFICATE

Most countries do not try to collect social security contributions for workers who are in their territory for very short stays. Some agreement countries, however, require performers who work in their country to obtain a U.S. certificate of coverage to prove their exemption from foreign Social Security taxes, regardless of the length of time the individual will be in their country.

Because of the large number of requests involved, simplified procedures involving the issuance of abbreviated ("short-form") certificates for performers have been adopted under some of our agreements.

For purposes of the "short-form" certificate procedure, the term "performers" includes: musicians, dancers, actors, and support personnel who travel with the performers (e.g., managers and equipment handlers).

If you want to submit a performer certificate, please click [Online Performer Certificate](#)

### HOW TO REACH US

If you have any questions or comments, you can reach us

- by e-mail at: [certificate@ssa.gov](mailto:certificate@ssa.gov)
- by writing to:

SOCIAL SECURITY ADMINISTRATION  
Office of International Programs  
P.O. Box 17741  
Baltimore, MD 21235-7741  
USA

- by telephone at (410) 965-7306 or by FAX at (410) 966-1861.

### PRIVACY ACT AND PAPERWORK REDUCTION ACT STATEMENTS

The **Privacy Act** requires us to notify you that we are authorized to collect this information by section 233 of the Social Security Act. While it is not mandatory for you to furnish the information to the Social Security Administration (SSA), a certificate of coverage cannot be issued unless a request has been received. The information is needed to enable SSA to determine if current work should be covered only under the U.S. Social Security system in accordance with a Totalization agreement. Without the certificate, current work may continue to be subject to coverage and taxation under both the U.S. and the foreign Social Security systems.

This information collection meets the clearance requirements of 44 U.S.C. §3507, as amended by section 2 of the **Paperwork Reduction Act of 1995**. You are not required to answer these questions unless we display a valid Office of Management and Budget control number. We estimate that it will take you about 40 minutes to read the instructions, gather the necessary facts, and answer the questions.

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## ONLINE REQUEST FORMS

After reading the above, if you are ready, we invite you to request a Certificate of Coverage for any of the countries listed below:

[Australia](#) | [Austria](#) | [Belgium](#) | [Canada](#) | [Chile](#) | [Czech Republic](#) | [Denmark](#) | [Finland](#) | [France](#)

[Germany](#) | [Greece](#) | [Ireland](#) | [Italy](#) | [Japan](#) | [Korea \(South\)](#) | [Luxembourg](#) | [Netherlands](#)

[Norway](#) | [Poland](#) | [Portugal](#) | [Spain](#) | [Sweden](#) | [Switzerland](#) | [United Kingdom](#)

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### Future Revised Editions

SSA forms are subject to periodic revisions. You can be assured that this SSA Internet Server Page will always have the latest edition. Please check this Page to make certain that you have the latest edition.

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*Revision Date: September 1st, 2005*

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<b>Form Approved:</b> <b>OMB No. 0960-0554</b>
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# Certificate of Coverage Service for Employers

Save Social Security Taxes for Your Employees Abroad

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## Certificate of Coverage Request Form-- U.S.-**AUSTRALIAN** SOCIAL SECURITY AGREEMENT

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If you are a U.S. employer sending an employee to work in Australia for 5 years or less, you can use this form to request a Certificate of U.S. Coverage under the Social Security agreement between the United States and Australia. Before completing the form, however, PLEASE READ THE [IMPORTANT INTRODUCTORY MESSAGE](#) if you have not already done so.

If you would like more information about the U.S.-Australian agreement, visit the home page of SSA's [Office of International Programs](#).

For online help completing any of the following fields, click on the number immediately preceding the field.

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### INFORMATION ABOUT THE EMPLOYEE

- 1) First Name**  **Middle Initial**
- 2) Last Name**
- 3) U.S. Social Security Number**
- 4) Date of Birth:** Month  - Day  - Year
- 5) Country of Birth**
- 6) Country of Citizenship**
- 7) Country of Permanent Residence**
- 8) Date of Hire:** Month  - Day  - Year
- 9) Country of Hire**
- 10) Beginning date of assignment in Australia:**

Month  · Day  · Year

**11) Expected ending date of assignment in Australia:**

Month  · Day  · Year

**INFORMATION ABOUT THE EMPLOYER**

**AMERICAN EMPLOYER OR FOREIGN AFFILIATE?**

**12) Please select one of the options below:**

- We are a U.S. employer for whom the employee named above will be working directly (for example, in a branch office) while in Australia.
- The employee named above will be working for a foreign affiliate of our company, and the affiliate is covered by a [section 3121\(l\) agreement](#). The date on which the section 3121(l) agreement became effective for this affiliate is:

Month  · Day  · Year  .

**YOUR U.S. LOCATION**

**13) Company Name used in the U.S. (Start with Block 1 and use Block 2 if necessary):**

Block 1

Block 2

**14) U.S. Street Address (Start with Block 1 and use Block 2 if necessary):**

Block 1

Block 2

**15) City**

**16) State**

**17) ZIP**  -

**YOUR LOCATION IN AUSTRALIA**

**18) Company Name in Australia (Start with Block 1 and use Block 2 if necessary):**

Block 1

Block 2

**19) Street Address in Australia (Start with Block 1 and use Block 2 if necessary):**

Block 1

Block 2



20) City

21) Postal Code

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### INFORMATION ABOUT THE CONTACT PERSON

22) Your Name

23) Your Title

24) Your Telephone Number (  )  -

25) Extension (if any)

26) Your E-Mail Address (required if you wish to be notified by e-mail when your request is approved)

### MAILING ADDRESS

If you would like the Certificate or other correspondence mailed to a U.S. address *other than* the employer address you provided in the section entitled "YOUR U.S. LOCATION", please complete blocks 27 thru 32. Otherwise, we will use the address provided in the YOUR U.S. LOCATION section.

27) Name of Person to Receive Correspondence

28) Company Name (Start with Block 1 and use Block 2 if necessary):

Block 1

Block 2

29) Street Address (Start with Block 1 and use Block 2 if necessary):

Block 1

Block 2

30) City


31) State

32) ZIP  -

Is there anything else we need to know?

(Comments are limited to 960 characters - about 16 lines of text)

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**Please do not fill the field below, it is for displaying submit status**

Status: not submitted.

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#### **Future Revised Editions**

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Revision Date: October 1, 2002

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#### **Privacy and Paperwork Reduction Act Statements**

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