

# Social Security Administration

## Retirement, Survivors, and Disability Insurance

### Important Information

FO Address:

Date:

BNC#:

We are writing to you because we need to know more about your work. Please tell us about your work since . We will use this information to decide if you can receive or continue to receive disability benefits.

#### What You Need To Do

Please complete and return the completed form **within 15 days** to the address shown above. It is important to fill out the form carefully and completely. Remember to sign and date the form. If you do not return this form, we will make our determination based on the evidence we have in our records.

#### Some Information To Help You Complete This Form

Our records show the following self-employment income for you. This list may not be complete. It may not show your work for this year or last year. You should add any additional work information as you complete the form.

Self-Employment	Year	Yearly Income

## For More Information

Please read the enclosed pamphlet, "Working While Disabled ... How We Can Help." It will tell you more about why we need to know about your work, and will explain our rules about working. This pamphlet is also available at [www.ssa.gov/pubs/10095.html](http://www.ssa.gov/pubs/10095.html) online.

## Suspect Social Security Fraud?

If you suspect Social Security fraud, please visit <http://oig.ssa.gov/report> or call the Inspector General's Fraud Hotline at **1-800-269-0271** (TTY **1-866-501-2101**).

## If You Have Questions

If you have any questions, or need help completing the form:

- Visit our website at [www.ssa.gov](http://www.ssa.gov) to find general information about Social Security.
- Call us toll-free at 1-800-772-1213, or call your local office at \_\_\_\_\_ . You may also call your Social Security contact, \_\_\_\_\_ , at \_\_\_\_\_ . We can answer most questions over the phone.
- Write or visit any Social Security office. If you plan to visit an office, you may call ahead to make an appointment. The office that serves your area is located at:
  - If you are deaf or hard of hearing, our toll-free TTY number is 1-800-325-0778.
  - If you are outside the United States or its territories:
    - If you are in Canada, visit [www.ssa.gov/foreign/canada.htm](http://www.ssa.gov/foreign/canada.htm) to find the office that services your area.
    - Contact your nearest Federal Benefits Unit (FBU). Visit [www.ssa.gov/foreign/foreign.htm](http://www.ssa.gov/foreign/foreign.htm) for a list of FBUs.
    - Write to the Social Security Administration at:  
P.O. Box 17769  
Baltimore, Maryland 21235-7769  
USA

Please have this letter with you if you call or visit an office. If you write, please include a copy of this letter. It will help us answer your questions.

*Social Security Administration*

Enclosures:  
SSA Pub No. 05-10095  
Pre-addressed Envelope

## Work Activity Report - Self-Employment

Identification - To Be Completed by SSA

Name of Claimant or Beneficiary	BNC#	<input type="checkbox"/> Blind <input type="checkbox"/> Not Blind
Please use this form to describe your work activity since <b>(Insert alleged onset date, date of entitlement, or last determination date, as appropriate)</b>		Date

### Information - To Be Completed By Person Applying For Or Receiving Benefits

**Please answer each of the questions on this form with as many details as you can. This information will help us decide if you should get or keep getting disability benefits.**

**If you need more room for your answers, go to the Remarks section at the end of the form.**

**1. Have you had any self-employment income since the DATE shown above in the Identification section? (check one)**

- NO.** If you did not work but income was reported for you, **go to Question 2.**
- YES. Go to Question 3.**

**2. If you did not work but income was reported for you, complete the information below. When you are finished, go to Question 9.**

Payment For	Name and Address of Payer	Amount or Estimate of Value	Date Worked (MM/YYYY-MM/YYYY)
Example: Income after business stopped	ABC Company 123 Any Street Your Town, MD 54321	\$100 per day, week, month, or year	01/2000 - 02/2000
		\$ _____ per _____	
		\$ _____ per _____	

**3. Please tell us about your work since the DATE shown in the Identification section.**

Type of Self-Employment or Name of Business	Area Code and Telephone Number	Area Code and Fax Number	
Mailing address	City	State	ZIP
What is the primary product or service?			
Date Work Started (MM/DD/YYYY)	Date Work Ended (if ended) (MM/DD/YYYY)	<input type="checkbox"/> Still working	Average Number of Hours Worked per Month
Type of ownership arrangement? (Check one)			
<input type="checkbox"/> Sole Owner	<input type="checkbox"/> Limited Liability Company (LLC)	<input type="checkbox"/> Independent Contractor	
<input type="checkbox"/> Corporation	<input type="checkbox"/> Partnership	<input type="checkbox"/> Other (Please explain)	
<input type="checkbox"/> Farm Landlord	<input type="checkbox"/> Farm Tenant		

BNC#:

4. In the space below, show each month you worked in your business, the net earnings, and if you worked 45 hours or more.

Date Worked MM/YYYY	Net Earnings	Worked more than 45 hours per month?	Date Worked MM/YYYY	Net Earnings	Worked more than 45 hours per month?
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No

If you need more room for your answers, go to the Remarks section.

5. Please attach all of your self-employment tax returns (including Schedule C & SE or 1099) since the DATE shown in the Identification section.

- I have **ENCLOSED** my Tax Returns. **Go to Question 6.**
- I **DO NOT have Tax Returns.** For any years that you DO NOT have tax returns, use the chart below to tell us about your total annual gross and net self-employment income.

Year (YYYY)	Gross	Net	Year (YYYY)	Gross	Net
	\$	\$		\$	\$
	\$	\$		\$	\$

6. Has anyone besides yourself had **management responsibilities** for this business (i.e., a partner, employee, relative, or helper) since the DATE shown in the Identification section?

- NO.** Go to Question 7.
- YES.** Complete the questions below.

- How many hours per month (on average) does or did the other person(s) spend on management duties? \_\_\_\_\_ Hours per month
- How many hours per month (on average) do or did you spend on management duties? \_\_\_\_\_ Hours per month
- Please tell us what duties you and the other person performed below.

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## ~~Privacy Act Statement Collection and Use of Personal Information~~

~~Sections 223(d) and 1633 of the Social Security Act, as amended, allow us to collect this information. Furnishing us this information is voluntary. However, failing to provide all or part of the information may prevent an accurate and timely decision on any claim filed.~~

~~We will use the information to make a determination of eligibility for benefits. We may also share your information for the following purposes, called routine uses:~~

- ~~1. To employers or former employers, including State Social Security administrators, for correcting and reconstructing State employee earnings records and for Social Security purposes; and~~
- ~~2. To Federal, State, or local agencies for the purpose of validating Social Security numbers used in administering cash or non-cash income maintenance programs or health maintenance programs.~~

~~In addition, we may share this information in accordance with the Privacy Act and other Federal laws. For example, where authorized, we may use and disclose this information in computer matching programs, in which our records are compared with other records to establish or verify a person's eligibility for Federal benefit programs and for repayment of incorrect or delinquent debts under these programs.~~

~~A list of additional routine uses is available in our Privacy Act System of Records Notices (SORNs) 60-0059, entitled Earnings Recording and Self-Employment Income System and 60-0089, entitled Claims Folders Systems. Additional information and a full listing of all our SORNs are available on our website at [www.socialsecurity.gov/foia/bluebook](http://www.socialsecurity.gov/foia/bluebook).~~

**See Revised Privacy Act & PRA  
Statements attached**

## ~~Paperwork Reduction Act Statement~~

~~This information collection meets the requirements of 44 U.S.C. § 3507, as amended by section 2 of the Paperwork Reduction Act of 1995. You do not need to answer these questions unless we display a valid Office of Management and Budget (OMB) control number. The OMB control number for this collection is 0960-0598. We estimate that it will take about 30 minutes to read the instructions, gather the facts, and answer the questions. **Send only comments relating to our time estimate above to: SSA, 6401 Security Blvd, Baltimore, MD 21235-6401.**~~