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THE OFFICIAL WEBSITE OF THE U.S. SOCIAL SECURITY ADMINISTRATION

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Attn: Requisition and Quality Control Team
239 Supply Building
6301 Security Boulevard
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Social Security Forms

Forms Home Page

Common Social Security Forms

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If you would like an SSA form and do not see it on our webpage, you can request a copy from us. **You never have to pay for an SSA form**. All of our forms are free to the public. To request an SSA form, please call 1-800-772-1213 (TTY 1-800-325-0778) or you can visit your local office.

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Find your form by browsing in one of the following categories of forms and instructions:

- Prepare for Your Interview
- Benefit Claims Supporting Forms
- Medicare Prescription Drug Help Forms
- Other Forms
- Forms for Other Agencies
- Online Transactions (Forms that you can complete and submit online)

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SSA offers our forms in **Portable Document Format (PDF)**. PDF files are printer independent using any printer. To read and print a PDF publication, you must have the Adobe Acrobat Reader software installed on your PC. You can download the Adobe Acrobat Reader version suitable for your system by clicking on this button. There is no charge for this software.

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SSA forms **must be printed on 8 1/2" x 11" white** paper. You must print the form with blue or black ink to be acceptable to SSA.

NOTE: if you live abroad, and cannot obtain 8.5 x 11 paper, the use of A4 size paper (8.25 x 11.7) is the only acceptable alternative.

Prepare for Your Interview

Whether it's by phone or in person, we want your visit to go as smoothly as possible. You can help by being ready to answer the required questions and having as many of the needed documents as possible. Don't delay filing your claim just because you don't have all the documents. We'll help you get them.

To apply for benefits:

If you live in the U.S. – call us at 1-800-772-1213 (TTY 1-800-325-0778) or visit your local office. You may also complete an application for Retirement and/or Spouse's Benefits, or Disability Benefits online.

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Third Party Organizations Who Want to Reproduce SSA Forms

Overview

If a third party organization outside of the Social Security Administration (SSA) would like to reproduce an SSA form or publication, the organization must receive written approval from SSA prior to reproducing the item. Prior approval is required if the organization intends to charge a fee.

Section 1140(a)(2) of the Social Security Act provides as follows:

"No person may, for a fee, reproduce, reprint, or distribute any item consisting of a form, application, or other publication of the Social Security Administration unless such person has obtained specific, written authorization for such activity in accordance with regulations which the Commissioner of Social Security shall prescribe."

Furthermore, SSA's regulation at 20 CFR 422.527 also requires prior approval:

"Any person, institution, or organization wishing to reproduce, reprint, or distribute any application, form, or publication prescribed by the Administration must obtain prior approval if he or she intends to charge a fee. Requests for approval must be in writing and include the reason or need for the reproduction, reprinting, or distribution; the intended users of the application, form, or publication; the fee to be charged; any proposed modification; the proposed format; the type of machinery (e.g., printer, burster, mail handling), if any, for which the application, form, or publication is being designed; estimated printing quantity; estimated printing cost per thousand; estimated annual usage; and any other pertinent information required by the Administration. Forward all requests for prior approval to: Office of Publications Management, 6401 Security Boulevard, Baltimore, MD 21235-6401."

How to Request Approval

To receive approval, the third party organization must first submit the following information to SSA on company letterhead:

1. The title and form number to be reproduced,
2. A summary of how the reproduced form will be used,
3. The services that the customer is receiving, if a fee is being charged,
4. The requesting organization's name and corporate address,
5. The requesting individual's name and address,
6. The requesting individual's area code and telephone number,
7. A reproduction of the form to be reviewed,
8. A description of how the organization intends to provide only the most up-to-date edition of SSA forms.

Requests should be forwarded to:

Social Security Administration
Forms Management Team
Office of Publications and Management
1334 Annex Building
6401 Security Boulevard
Baltimore, Maryland 21235

Upon consideration and review, the organization may be approved to reproduce SSA forms on a case by case basis. At such time, the organization will be issued a unique, identifying company code. The company code will be required to print out on each page of the form in the lower left corner. If the approval process is not completed, the organization's reproductions may not be accepted by SSA.

Once approved, the third party organization is responsible for resubmitting reproductions when SSA forms are updated. Only current SSA forms may be reproduced.

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