

AMERICAN UNIVERSITY IN CAIRO
Human Resources Office

DECLARATION OF CITIZENSHIP(S)

In order to comply with certain US and Egyptian tax regulations and labor laws, AUC requires each employee to fully declare their citizenship(s). Accordingly, please answer the following questions.

1. Are you a citizen of the United States of America? Yes No
2. Are you a permanent resident of the United States of America ("green-card" holder)? Yes No
3. If you answered "yes" to either question, then please provide us with a **photocopy of your US passport or green-card, plus a photocopy of your US Social Security card. Also please complete the following:**
- a. Name and Number as they appear on your Social Security Card:

- b. Mailing address in the USA. Your annual "wage and tax statement" (W-2 form) will be mailed to this address if you do not pick-up your W-2 from the AUC Payroll Office:

- c. Phone number(s) in the USA: _____
- d. Phone number(s) in Egypt: _____
4. Are you a citizen of Egypt? Yes No
If so, provide a **photocopy of your national ID or passport.**
5. Are you a citizen of any other country? Yes No
If so, please list: _____
6. For non-Egyptians, are you authorized to work in Egypt? Yes No
If so, please provide a **photocopy of your authorization.**

I hereby declare that the above information is correct, complete, and accurate. In case of any changes, I will notify the Human Resources Office within one week from the date.

Name: _____ Department: _____

Signature: _____ Date: _____