



Question of the Week

August 26, 2026

Question

Do we need to fill out a new Form I-9 for rehires?

ANSWER

It depends on when the previous Form I-9 was completed. If you rehire an employee within three years of the date that the previous I-9 was completed, you can either start fresh with a new I-9 or complete Supplement B of the previous I-9. If it's been more than three years, you'll need to complete a new form.

To complete Supplement B of the previous I-9, review the original form to determine whether the employee is still authorized to work. If they are still authorized to work and their employment authorization documentation hasn't expired, enter the rehire date in the space provided, then sign and date the Supplement B.

If their employment authorization documentation has expired or it appears they are no longer authorized to work, you'll need to reverify work authorization.

If you previously filled out Supplement B, or the version of the Form I-9 you used has expired, you'll need to complete Supplement B using the most current version of the Form I-9 and attach it to the original.

You can learn more about that process in our [Form I-9 reverification](#) guide.

This Q&A does not constitute legal advice and does not address state or local law.