



## REQUEST FOR SUBSTITUTE SOCIAL SECURITY NUMBER JURISDICTION ASSIGNED NUMBER (JAN)

Trading Partners not having a valid Social Security Number for a claimant may have a Jurisdiction Assigned Number (JAN) assigned by completing the following information and forwarding it to Mona Hylton by e-mail ([mhylton@mt.gov](mailto:mhylton@mt.gov)) or fax (406-444-4140). If you have questions, please call Mona (406-444-6525) or Dave Elenbaas (406-444-6527).

Carrier Name	
Carrier FEIN	
Claimant's First Name	
Claimant's Last Name	
Claimant's Middle Initial (optional)	
Claimant's Date of Birth	

### Requestor

\_\_\_\_\_  
Name (Printed)

\_\_\_\_\_  
Date of Request

\_\_\_\_\_  
Company

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email Address

On July 1, 2013, Montana began rejecting FROI and SROI submissions with invalid Social Security numbers (SSN). Montana statute requires SSN's for workers' compensation claimants. However, there may be rare cases when an SSN is not available. For those instances, Montana staff must be contacted directly to obtain a JAN which will be used on submitted FROIs and SROIs until the SSN is obtained.

### FOR ERD OFFICE USE ONLY

Assigned JAN:  <b>DLI</b>	Date:
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