Certree | Adecco

Verification of Employment & Income

In order to protect employee privacy, **Adecco** has elected to use Certree.com for current and former employees to request their Proof of Employment (POE) and Proof of Income (POI).

Current and Former Employees:

• Visit **Certree.com** to sign up for a Certree 'Employee' account. Follow the instructions to validate your identity and obtain access to your POE/POI via a secure access link. The services provided by Certree are free for current and former employees of Adecco.

• You must review the accuracy of your POE/POI. If any information is not accurate, contact your local branch for correction. Once you confirm that your POE/POI information is accurate, you can generate an access link through your Certree account to share your POE/POI with any intended recipient.

• Your Certree documents issued by Adecco are for you to keep throughout your career. Should you have the need to re-issue your documents, you may go back to the Certree website and sign in with your credentials.

If further assistance is needed, contact your local Adecco branch.

Verifier: *(Background check companies, social verifiers, loan agencies, etc.)*

• Ask the employee to follow the steps for "current and former employees" to obtain his/her POE/POI. It is the employee's responsibility to generate an access link within their account and share the access link with you. Certree certifies that the document has indeed been issued by Adecco and neither the employee nor Certree can modify the content.

• Only accept document access links shared by employees via the Certree platform. The access link is always a URL link pointing to **Certree.com**.

• For verifiers to access income/employment documents for verification, Certree may charge a verification fee.