



WorkSource Membership System (WMS) Registration Tips

To complete the WorkSource Membership System (WMS) registration form, you will need to create a personal membership number in the space labeled "SS#". If you prefer not to use your actual social security number, you may use another combination of 11 numbers and letters:

05, followed by
the **first two** letters of your **last name**, followed by
the **first two** letters of your **first name**, followed by
the **month and day of your birth** (four numbers), followed by
the **first letter of your gender** ("M" for male; "F" for female)

Example

John Carter, born on May 10, male
Membership Number: 05cajo0510M

Note: If the number you created has already been assigned to someone else, an "error" notice will appear. In that case, all you need to do is add one more number to the end of your personal membership number, such as "1".

Be sure to write down your newly created membership number so you can remember it the next time you visit WorkSource.