

09-22E-0107

UTAH DEPARTMENT OF WORKFORCE SERVICES UNEMPLOYMENT INSURANCE NOTICE TO WORKERS

Your work is covered under the provisions of the Utah Employment Security Act for unemployment insurance purposes, unless specifically exempted by the Act.

Unemployment insurance specifically provides payments to qualified workers who are unemployed through no fault of their own and are able, available,

and looking for full-time work. It is not welfare, Social Security, or a disability payment. Benefits are based upon your previous earnings—not on economic

need. The funds to pay unemployment benefits are paid by your employer. No deductions are made from your wages.

FILING FOR UNEMPLOYMENT INSURANCE BENEFITS

File your claim on the Internet at jobs.utah.gov/ui. If you cannot access the Internet at home, you can do so at a public library or a Department of Workforce Services (DWS) Employment Center, or you can file by calling one of the following numbers: Salt Lake/South Davis Counties – (801) 526-4400; Weber/North Davis Counties – (801) 612-0877; Utah County – (801) 375-4067; elsewhere in Utah and out-of-state – (888) 848-0688. No benefits will be paid for weeks prior to the week in which you file your claim. You should, therefore, file immediately after becoming unemployed or when your work hours are reduced to less than full-time.

FILING AFTER RECEIVING WORKER'S COMPENSATION BENEFITS

If you are separated from employment due to a work-related illness or injury for which you have received Worker's Compensation, your rights to unemployment benefits may be preserved for up to THREE YEARS from the date of your injury. In order to use wages earned prior to such an injury or illness, you must file a claim for unemployment benefits within 90 DAYS of your doctor's release to full time work.

SEPARATION INFORMATION

At the time you are separated from your job, you should request information as to the reasons for your separation. You do not need to have a separation notice to file a claim. Both you and your employer will be requested to provide statements explaining the reason for your separation.

WAGES DETERMINE BENEFIT AMOUNT

The amount of your unemployment benefits will be determined from your wages in covered employment. "Wages" are all payments for personal services performed such as salaries, commissions, bonuses, tips, and the cash value of goods and services received for services performed. Tips received but not reported to your employer generally cannot be used to determine your unemployment benefits.

SELF-EMPLOYMENT

If you are classified as “self-employed” (independent contractor), you may want to discuss this with your employer and have your status reviewed by DWS. Work performed in “self employment” cannot be used for unemployment benefits. You are “self-employed” if your work is performed without direction and control and you are in your own established business. This generally means you are properly licensed in business, perform similar services for others, maintain proper accounting records and business reports, pay self-employment taxes, and provide for insurance.

FINDING A JOB

DWS can help you find local, statewide, and national job openings at jobs.utah.gov. If you do not have Internet access, you can use a computer at a public library or visit an employment center. Professional placement people will provide assistance if needed. No fee is charged for this service.

jobs.utah.gov/ui

STATE EMPLOYMENT CENTERS

American Fork.....	751 East Quality Dr. #100.....	(801) 492-4500
Beaver.....	875 North Main.....	(435) 438-5498
Blanding.....	544 North 100 East.....	(435) 678-1400
Brigham City.....	1050 South 500 West.....	(435) 734-4060
Cedar City.....	176 East 200 North.....	(435) 865-6530
Clearfield.....	1290 East 1450 South.....	(801) 776-7800
Delta.....	44 South 350 East.....	(435) 864-3860
Emery County.....	550 West Hwy 29.....	(435) 381-6100
Fillmore.....	55 West 100 North.....	(435) 743-5304
Heber City.....	69 North 600 West, Ste. C.....	(435) 654-6520
Junction.....	550 North Main.....	(435) 577-2443
Kanab.....	468 East 300 South.....	(435) 644-8910
Loa.....	18 South Main.....	(435) 836-2406
Logan.....	180 North 100 West.....	(435) 792-0300

Manti.....55 South Main #3.....(435) 835-0720
 Midvale7292 South State St.....(801) 567-3800
 Moab.....457 Kane Creek Blvd.....(435) 719-2600
 Monticello.....16 East 300 South.....(435) 587-2015
 Nephi.....625 North Main.....(435) 623-1927
 Ogden480 27th Street.....(801) 626-0300
 Panguitch.....665 North Main.....(435) 676-8893
 Park City.....1960 Sidewinder Dr., Ste. 202.....(435) 649-8451
 Price.....475 West Price River Dr. #300.....(435) 636-2300
 Provo.....1550 North 200 West.....(801) 342-2600
 Richfield.....115 East 100 South.....(435) 893-0000
 Roosevelt.....140 West 425 South 330-13.....(435) 722-6500
 Roy.....1951 West 5400 South.....(801) 776-7200
 Salt Lake Downtown.....158 South 200 West.....(801) 524-9000
 Salt Lake Metro.....720 South 200 East.....(801) 536-7000
 Salt Lake So County.....5735 South Redwood Rd.....(801) 269-4700
 South Davis.....763 West 700 South W. Cross.....(801) 298-6600
 Spanish Fork.....1185 North Chappel Drive.....(801) 794-6600
 St. George.....162 North 400 East Bldg. B.....(435) 674-5627
 Tooele.....305 North Main, Ste. 100.....(435) 833-7310
 Vernal.....1050 West Market Dr.....(435) 781-4100
 West Valley.....2750 South 5600 West Ste. A.....(801) 840-4400

INFORMATION FOR EMPLOYERS

Utah law requires that each employee’s wages must be reported each quarter with the regular quarterly contribution (tax) report. All wage and separation information and correspondence must include your unemployment insurance registration number. You must also maintain and make available records of wages and separation information on all workers for at least four (4) calendar years.

When an unemployment claim is filed by a former employee, the Department of Workforce Services will send Form 606 "Notice of Claim Filed." This notice will provide an opportunity for you to report details of the reason for the claimant's separation and, in some cases, to request relief of potential charges. The Form 606 will also inform you of any wages from your firm being used on the claim and your firm's potential benefit costs.

If you have classified or contemplate classifying any of your workers as "self-employed" (independent contractors), notify the Department so a proper determination of status can be made. By doing this you may avoid unpaid contributions (tax) liabilities, interest and penalties.

Additional information is available in the "Employer Handbook" which you can access on the Internet at jobs.utah.gov/employer.

NO FEE EMPLOYMENT SERVICES

You can gain access to Utah's largest source of job seekers by listing your openings on jobs.utah.gov or with the nearest State Employment Center. Professional selection and referral techniques will be utilized to match worker qualifications with your job requirements. Proficiency aptitude and testing are available as part of the selection process. The Department will refer only the number of qualified applicants you desire to interview. No fee is charged for this service.

In accordance with Section 35A-4-406(1)(b) of the Utah Employment Security Act, this notice must be permanently posted by each employer at suitable points (on bulletin boards, near time clocks, etc.) in each work place and establishment.

A proud member of America's Workforce Network • Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities by calling (801) 526-9240. Individuals with speech and/or hearing impairments may call Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162