

You may be eligible for

# unemployment benefits

if you lose your job

Log onto [www.go2ui.com](http://www.go2ui.com) to apply

## To apply for unemployment, you will need:

- Your Social Security number
- Names and addresses of everyone you worked for in the last two years
- Dates you started and stopped working for each employer
- Reasons you left each job
- Your alien registration number if you are not a U.S. citizen

If you were in the military within the last 24 months, we will also ask you to fax or mail us a copy of your discharge papers (Form DD214).

## You can apply online unless:

- You worked in two or more states in the last 24 months
- You worked in only one state other than Washington in the last 24 months
- You were totally disabled for at least 13 consecutive weeks due to a work-related injury or a non-work related injury or illness, AND you were released by your doctor within the last 12 months

## You can also apply for unemployment over the phone

Call 1.800.318.6022 (TTY 1.800.365.8969). We are available to help you Monday through Friday from 8:00 a.m. to 5:00 p.m., except on state holidays. We may be open extended hours during peak periods.

If your Social Security number ends with:

0 thru 3, call Monday      4 thru 7, call Tuesday      8 thru 9, call Wednesday

Please call on your designated day. If you miss your day, you may call on Wednesday, Thursday, or Friday of the same week without any delay in payment. Customers with active claims may call any day of the week.

## You must look for work each week that you claim benefits

Visit WorkSource to find all the FREE resources you need to find a job. These include workshops, computers, copiers, phones, fax machines, Internet access, and newspapers. Log onto [www.go2worksource.com](http://www.go2worksource.com) to find the office nearest you.

If your work hours have been reduced to part-time, you may qualify for partial unemployment benefits.

If you have been unemployed due to a work-related injury or non-work-related illness or injury and are now able to work again, you may be eligible for special unemployment benefits.



**Employment  
Security  
Department**  
WASHINGTON STATE

Employers are legally required to post this notice in a place convenient for employees to read (see RCW 50.20.140).

The Employment Security Department is an equal opportunity employer and provider of programs and services. Auxiliary aids and services are available upon request to persons with disabilities. Auxiliary aids may include qualified interpreters and telecommunication devices (TTY) for hearing or speech impaired individuals. Individuals with limited English proficiency may request interpretive services free of charge to the customer in order to conduct business with the department.

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