COMPANY LETTERHEAD

Notice of the Availability of Unemployment Insurance

(Wisconsin)

Unemployment Insurance (UI) benefits are available to workers who are unemployed and who meet the requirements of state UI eligibility laws. You may file a UI claim in the first week that employment stops or work hours are reduced.

For assistance or more information about filing a UI claim, call (414) 435-7069 or toll free (844) 910-3661.

You will need to provide the state UI agency with the following information in order for the state to process your claim:

1. Your full legal name;
2. Your Social Security Number; and
3. Your authorization to work (if you are not a US Citizen or resident).

To file a UI claim by phone, call one of the phone numbers listed above.

To file a UI claim online, visit: [https://dwd.wisconsin.gov/uiben/apply](https://dwd.wisconsin.gov/uiben/apply/)-