



# Commonwealth of Massachusetts Executive Office of Labor and Workforce Development

## How to Request a Certificate of Compliance



# UI Online – Certificate of Compliance

From the Employer Home Page screen, click on the **Payment Information** link.

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**Employer Information**

Employer Account Number: **22104220**      Employer Name: **ABC Corp**

[Click Here](#) to view information about **WorkShare Program**.

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**Employer Home**

[Employer Home](#)  
Employer Home

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[FAQ](#)  
Review frequently asked questions (FAQ's) for the UI program or UI system.

[Determination and Issue Summary](#)  
View determinations associated with your account.

[Benefit Charge Activities](#)  
View Benefit Charges by calendar year and quarterly summaries; claimant detail summaries; and individual claimant transaction details. Additional information includes fiscal year summaries with tax rate buydown and/or merger-acquisition details related to benefit charges.


[Employment and Wage Detail Reporting](#)  
Submit Employment and Wage Detail Reports for this Agency and the Department of Revenue. View historical Employment and Wage Reporting information.

[User Maintenance](#)

[Employer Inbox](#)  
View and maintain your inbox.

[Account Maintenance](#)  
Maintain account information including changing legal name, mailing address, owners/officers, reporting units, or reporting status. View the most recent Tax Rate Notice, authorize TPAs or prov information regarding the purchase or sale of a business.


[Correspondence](#)  
Search for Correspondence

[Payment Information](#)   
Make payments; view account summary, pending payments, processed or cancelled payments, taxable wages, and FUTA credit information.



# UI Online – Certificate of Compliance

Click on the **Request Employer Certificate of Compliance** link.

Employer Information	
Employer Account Number: <b>22104220</b>	Employer Name: <b>ABC Corp</b>
Payment Information	
<a href="#">Cancel Payments</a> List of all unprocessed post-dated electronic payments and provides the option for canceling a payment.	<a href="#">Financial Transactions</a> Summary of transactions posted to the employer account during the 3 month period selected.
<a href="#">Search Payments</a> Display of processed and cancelled payments by confirmation number, payment method or date range.	<a href="#">Request for 940 Certification</a> Summary of reported Massachusetts taxable wages, total Contributions made to the UI Trust fund for Massachusetts and the Massachusetts UI Contribution Rate for the requested tax year.
<a href="#">Unpaid Debt and Credit Summary/Make a Payment</a> All outstanding debt and a summary of unapplied credits on an employer's account as of the current date. Payment can be made here.	<a href="#">Request Payment Plan</a> Request a payment plan for outstanding debt.
<a href="#">Request Employer Certificate of Compliance</a>  Request a certificate of compliance/good standing.	<a href="#">Quarterly Summary Statement</a> Summary of wages, debt and interest on an employer's account for a given quarter.



# UI Online – Certificate of Compliance

Click the **Request** button to obtain the certificate. If the account is in good standing, a printable PDF will appear in a new window.

If a second copy of the certificate is needed, the employer can click **Request** and the original certificate will appear showing the date of the initial request. This certificate expires 30 days from the date of issuance.



Employer Information	
Employer Account Number: <b>22104220</b>	Employer Name: <b>ABC Corp</b>
Request Certification Of Good Standing	
DUA provide businesses in good standing with a Certificate of Good Standing (Certificate) upon their request.	

Request



# UI Online – Certificate of Compliance

Below is a sample of a Certificate of Compliance.

	THE COMMONWEALTH OF MASSACHUSETTS EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT DEPARTMENT OF UNEMPLOYMENT ASSISTANCE	 132094542	Rosalin Acosta SECRETARY Richard A. Jeffers DIRECTOR
Charles D. Baker GOVERNOR Karyn E. Polito LT. GOVERNOR			
ABC Corp 19 STANIFORD ST BOSTON, MA 02114-2502			EAN: 22104220 June 01, 2018
Certificate Id:16495			
The Department of Unemployment Assistance certifies that as of 6/1/2018 ,ABC Corp is current in all its obligations relating to contributions, payments in lieu of contributions, and the employer medical assistance contribution established in G.L.c.149,§189.			
This certificate expires in 30 days from the date of issuance.			
Richard A. Jeffers, Director Department of Unemployment Assistance			



# UI Online – Certificate of Compliance

If the account is not in good standing, the message below will appear.

Employers should check their accounts for outstanding debt or missing quarters that need to be filed in order to receive a Certificate of Compliance.


<b>Employer Information</b>	
Employer Account Number: <b>22104220</b>	Employer Name: <b>ABC Corp</b>
<b>Request Certification Of Good Standing</b>	
DUA provide businesses in good standing with a Certificate of Good Standing (Certificate) upon their request.	
<input type="button" value="Request"/>	

The request for a Certificate of Compliance cannot be granted at this time because your Department of Unemployment Assistance account is out of compliance. Please call 617-626-5075 to resolve this matter.



# UI Online – Certificate of Compliance

From the Payment Information screen, click on **Unpaid Debt and Credit Summary/Make a Payment**.

Employer Information		<a href="#">Change Employer</a>	<a href="#">Leave Employer</a>
Employer Account Number: <b>22104220</b>	Employer Name: <b>ABC Corp</b>		
Payment Information			
<a href="#">Cancel Payments</a> List of all unprocessed post-dated electronic payments and provides the option for canceling a payment.	<a href="#">Financial Transactions</a> Summary of transactions posted to the employer account during the 3 month period selected.		
<a href="#">Search Payments</a> Display of processed and cancelled payments by confirmation number, payment method or date range.	<a href="#">Request for 940 Certification</a> Summary of reported Massachusetts taxable wages, total Contributions made to the UI Trust fund for Massachusetts and the Massachusetts UI Contribution Rate for the requested tax year.		
<a href="#">Unpaid Debt and Credit Summary/Make a Payment</a>  All outstanding debt and a summary of unapplied credits on an employer's account as of the current date. Payment can be made here.	<a href="#">Request Payment Plan</a> Request a payment plan for outstanding debt.		
<a href="#">Request Employer Certificate of Compliance</a> Request a certificate of compliance/good standing.	<a href="#">Quarterly Summary Statement</a> Summary of wages, debt and interest on an employer's account for a given quarter.		



# UI Online – Certificate of Compliance

This screen displays all past due amounts, along with credits and missing wage reports (if applicable). Employers can click **Make Payment** to pay the amount due.

**Employer Information**  
 Employer Account Number: 22104220      Employer Name: ABC Corp

**Unpaid Debt and Credit Summary**  
 Amount Due: \$991.17 [Interest Calculator](#)

**Unpaid Debt**

	UI Principal	EMAC/UHI Principal	WTF Principal	EMAC Supplement Principal	UI Interest	EMAC/UHI Interest	WTF Interest	EMAC Supplement Interest	USA Surcharge	Other Charges	Deferrals	Penalties	Total
1/2018	\$955.73	\$0.00	\$25.13	\$0.00	\$10.05	\$0.00	\$0.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$991.17
<b>Total:</b>	<b>\$955.73</b>	<b>\$0.00</b>	<b>\$25.13</b>	<b>\$0.00</b>	<b>\$10.05</b>	<b>\$0.00</b>	<b>\$0.26</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$991.17</b>

**Unapplied Credits Summary**  
 There are no unapplied credits on this account  
[View Details of Unapplied Credits](#)

**Our records indicate you have not submitted an employment and wage report (\* indicates the quarter has been assessed)**  
 No records found...

Credits will be applied to future amounts due.  
 Deferral option will be available starting April 1 to April 30 for Quarter 1 and starting July 1 to July 31 for Quarter 2.  
 Payments submitted after 3 p.m. may be considered received the next business date.

Previous    **Make Payment**





# UI Online – Certificate of Compliance

Enter the total payment amount and select the ACH Debit option from the payment method drop down menu. Click **Next**.

**Employer Information** [Change Employer](#) [Leave Employer](#)

Employer Account Number: 22104220      Employer Name: ABC Corp

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**Payment Method**

Quarter 1 - April 30  
Quarter 2 - July 31  
Contributory Employer Due Dates: Quarter 3 - October 31  
Quarter 4 - January 31

Reimbursable Employer Due Dates: 30 calendar days from the mailing of the bill

If payment is not submitted by the date indicated, you may be subject to interest or penalties.

Debt Amount Due: \$991.82  
Payment Amount: \$991.82 \*

Payment Method: ACH Debit ▼ \*

If you intend to submit payment by the ACH Credit method of payment, please [select here](#) before you proceed.

Previous    **Next** ←



# UI Online – Certificate of Compliance

Enter the routing and bank account numbers. Click **Next**.

Employer Information		<a href="#">Change Employer</a> <a href="#">Leave Employer</a>
Employer Account Number: 22104220	Employer Name: ABC Corp	
ACH Payment		
Quarter 1 - April 30 Quarter 2 - July 31 Contributory Employer Due Dates: Quarter 3 - October 31 Quarter 4 - January 31		
Reimbursable Employer Due Dates: 30 calendar days from the mailing of the bill If payment is not submitted by the date indicated, you may be subject to interest or penalties.		
Debt Amount Due: \$991.82 Payment Amount: <input type="text" value="\$991.82"/> *		
Routing Transit Number: <input type="text"/> *		
Bank Account Number: <input type="text"/> *		
Account Type: <input type="text" value="Checking"/> *		
Payment Effective Date: <input type="text" value="6/4/2018"/> * (mm/dd/yyyy)		

Your [Routing Transit Number](#) and [Bank Account Number](#) are located on the paper checks provided by your bank.

Previous Next



# UI Online – Certificate of Compliance

Confirm the payment and click **Submit**.

Employer Information		<a href="#">Change Employer</a> <a href="#">Leave Employer</a>
Employer Account Number: 22104220	Employer Name: ABC Corp	
Payment Verification		
Quarter 1 - April 30 Quarter 2 - July 31 Contributory Employer Due Dates: Quarter 3 - October 31 Quarter 4 - January 31 Reimbursable Employer Due Dates: 30 calendar days from the mailing of the bill If payment is not submitted by the date indicated, you may be subject to interest or penalties.		
Total Payment Amount: \$991.82 Routing Transit Number: XXXXX0138 Bank Account Number: XXXXXXX7890 Account Type: Checking Payment Effective Date: 6/4/2018		
By paying your Division of Unemployment Assistance bill by way of this online service, you are authorizing Division of Unemployment Assistance to charge your checking account for the amount you submitted.		



# UI Online – Certificate of Compliance

The payment is now confirmed. From this screen, click the **Request Employer Certificate of Compliance** link to obtain a certificate.

Employer Home

**Employer Information** [Change Employer](#) [Leave Employer](#)

Employer Account Number: 22104220      Employer Name: ABC Corp

**Payment Confirmation**

Employer Name:	ABC Corp	Employer Account Number:	22104220
Effective Date:	6/4/2018	Payment Confirmation #:	108786172
Transaction Date:	6/4/2018	Payment Method:	ACH Debit
Transaction Time:	9:20 AM		
Remaining Balance:	\$0.00	Total Payment Amount:	\$991.82

If you have a remaining balance you may make another payment by selecting "Make Payment"

FAQ  
Employer Inbox  
Determination and Issue Summary  
Account Maintenance  
Benefit Charge Activities  
Collections  
Correspondence  
Employment and Wage Detail Reporting  
History  
Payment Information  
    ▶ Cancel Payments  
    ▶ Financial Transactions  
    ▶ Search Payments  
    ▶ Request for 940 Certification  
    ▶ Unpaid Debt and Credit Summary/Make a Payment  
    ▶ Request Payment Plan  
    ▶ **Request Employer Certificate of Compliance** ←  
    ▶ Quarterly Summary Statement  
User Maintenance