



# Information about Employees' Unemployment Insurance Coverage

Employer's name

Employer's DUA ID Number

Employer's Address

Employees of this business or organization are covered by Unemployment Insurance (UI), a program financed entirely by Massachusetts employers. No deductions are made from your salary to cover the cost of your Unemployment Insurance benefits.

If you lose your job, you may be entitled to collect Unemployment Insurance. Outlined below is the information you need in order to apply for Unemployment Insurance (UI) benefits. Your employer must give you a copy of the pamphlet: *How to File a Claim for Unemployment Insurance Benefits*, within 30 days of your last day of work. This pamphlet is provided to your employer by the Massachusetts Department of Unemployment Assistance (DUA).

You must be in the United States, its territories, or Canada when filing a claim or certifying for weekly UI benefits.

## There are two ways to apply for UI Benefits:



### Apply online at [mass.gov/unemployment-insurance-ui-for-workers](https://mass.gov/unemployment-insurance-ui-for-workers)

To file a claim online, you must create a **MyMassGov** personal account at [mass.gov/how-to/register-for-a-mymassgov-personal-account](https://mass.gov/how-to/register-for-a-mymassgov-personal-account). Then go to the **Unemployment Services** website at <https://unemployment.mass.gov/Claimants/> and login using your **MyMassGov** account. **Unemployment Services for Workers** is a secure, easy to use, self-service system. You can apply for benefits, reopen an existing claim, request weekly benefit payments, check your claim status, sign up for direct deposit, update your address, and even file an appeal online. To apply for benefits online, visit [mass.gov/unemployment-insurance-ui-for-workers](https://mass.gov/unemployment-insurance-ui-for-workers), and complete the required information to submit your application.



### Apply by calling the TeleClaim Center

Unemployment Insurance services are available by phone. You can apply for Unemployment Insurance benefits, reopen a current claim, obtain up-to-date information on the status of your claim and benefit payment, resolve problems, and sign up for direct deposit, all by phone. To apply for benefits by phone, call the TeleClaim Center at **1-(877) 626-6800**. You will be asked to enter your Social Security Number and the year you were born. You will then be connected to an agent who will take the information necessary to file your claim.

This document contains important information. Please have it translated immediately.

В данном документе содержится важная информация. Вам необходимо срочно сделать перевод документа.

Este documento contiene información importante. Por favor, consiga una traducción inmediatamente.

Tài liệu này có chứa thông tin quan trọng. Vui lòng dịch tài liệu này ngay.

Questo documento contiene informazioni importanti. La preghiamo di tradurlo immediatamente.

Este documento contém informações importantes. Por favor, traduza-lo imediatamente.

Docikman sa gen enfòmasyon enpòtan. Tanpri fè yon moun tradwi l touswit.

본 문서에는 중요한 정보가 포함되어 있습니다. 본 문서를 즉시 번역하도록 하십시오.

ខេត្តសារសេចក្តីនេះ មានព័ត៌មានសំខាន់ៗ។

រក្សាសារនេះ ហើយប្រើវាជាបន្ទាន់។

ឯកសារនេះមាននូវព័ត៌មានដ៏សំខាន់ ។

សូមបកប្រែវាជាបន្ទាន់ ។

Ce document contient des informations importantes. Veuillez le faire traduire au plus tôt.

此文件含有重要信息。請立即找人翻譯。

تحتوي هذه الوثيقة على معلومات هامة. يرجى ترجمتها فوراً.

IMPORTANT: Massachusetts General Law, Chapter 151A, Section 62A requires that this notice be displayed at each site operated by an employer, in a conspicuous place, where it is accessible to all employees. It must include the name and mailing address of the employer, and the identification number assigned to the employer by the Department of Unemployment Assistance. An equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. For hearing-impaired relay services, call 711.

[mass.gov/dua](https://mass.gov/dua)