Access this PowerPoint presentation online at
https://esd.wa.gov/newsroom/introduction-to-unemployment-insurance-public-webinar
Topics we will cover

- Reemployment Services that are available
- How to file an unemployment insurance initial claim
  - For covered employment, for self employed, for independent contractors, and for those with limited employment
  - This includes regular unemployment and PUA
- The presentation will answer most questions
- Accessing this PowerPoint presentation online at https://esd.wa.gov/newsroom/introduction-to-unemployment-insurance-public-webinar
Topics we will NOT cover

- Reasons why you are denied
- Specific questions related to your situation
- How to appeal
- Fixing a claim
- Accessing this PowerPoint presentation online at https://esd.wa.gov/newsroom/introduction-to-unemployment-insurance-public-webinar
What you will need

- Logged in and on the Internet, [www.esd.wa.gov](http://www.esd.wa.gov)
- Pen and paper
- SSN, address, Date of birth
- Employer names, addresses, and dates of employment for past 18 months
- Bank routing and account numbers – if you want to sign up for direct deposit today
What we know about the Stimulus Bill

- **Pandemic Unemployment Assistance**
  - This will expand benefits to those that are generally not covered by regular unemployment, such as self employed, independent contractors, worked less that 680 hours

- An additional $600 added to benefits each week, Mar 29-Jul 25

- **Pandemic Emergency Unemployment Compensation**
  - An additional 13 weeks for those that have exhausted their benefits

- All benefits will be retroactive back to the effective date given by DOL based on individual eligibility

- Follow [www.esd.wa.gov](http://www.esd.wa.gov) for the latest information. You can even sign up to get alerts when new information is posted.
Reemployment Services

- Being laid off can be painful
- WorkSource is here to help
- Thousands of jobs on WorkSourceWA.com
- Veteran services
- Retraining services
Filing an Unemployment Insurance Claim
New to unemployment?

Unemployment benefits may be available if you have recently lost your job.

Start here

Welcome back

Login to finish your unemployment application or submit your weekly claim.

Login now
Sign in for eServices

Find answers to your questions about eServices accounts at esd.wa.gov/unemployment/technical-support

**Individuals**

- Apply for unemployment benefits
- Submit a weekly claim
- Manage your unemployment benefits claim
- Restart a current claim
- Pay a benefit overpayment
- Look up your past wages
- Schedule a required WorkSource appointment

**Employers**

- Pay taxes
- Apply for SharedWork
- Apply for the Work Opportunity Tax Credit
- Manage your employees' unemployment claims
  - Send a secure message
  - View and respond to correspondence
  - File an appeal

---

**SecureAccess Washington (SAW)**

Use your SecureAccess Washington (SAW) username and password

**What Is SAW?**

**Employers:** If you have ever paid taxes online with EAMS (Employer Account Management Services), you must use the same SAW account.

**Username:**

*Check to see if you have a SAW account*

Username

**Password:**

Password

Sign in

*Click here if you are having trouble signing in*

---

**Need an account?**

If you haven't already, you must create and activate a SecureAccess Washington (SAW) account to use our online services. [What Is SAW?](#)

[Check to see if you have a SAW account](#)

Create new account

---

We use SecureAccess Washington to protect your personal information
Technical support

On this page:
Create account tutorial | Guides | Frequently Asked Questions | Contact Help Desk

Tutorial: Creating an account

Creating a SAW account for Unemployment Insurance

Watch this tutorial to avoid common problems and mistakes. You will learn:
1. How to look up an existing account
2. How to create a SecureAccess Washington account
3. How to create an eServices account
4. Answers to frequently asked questions

Helpful guides for eServices
- eServices User Guide
- Resetting your PIN
- Filing an appeal
- Contact help desk

Frequently Asked Questions
Sign in for eServices

Find answers to your questions about eServices accounts at [esd.wa.gov/unemployment/technical-support](esd.wa.gov/unemployment/technical-support).

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- Submit a weekly claim
- Manage your unemployment benefits claim
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**Password:**

[Sign in](https://esd.wa.gov/unemployment/technical-support)

*We use SecureAccess Washington to protect your personal information*

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[Check to see if you have a SAW account](https://esd.wa.gov/unemployment/technical-support)

[Create new account](https://esd.wa.gov/unemployment/technical-support)

[Click here if you are having trouble signing in](https://esd.wa.gov/unemployment/technical-support)
eServices

For yourself

Apply for unemployment benefits or manage your current and past claims

Send us a secure message
- Ask us a question through a secure messaging service

Look up your past wages
- See and print your Washington wages from the past two years

For an employer

Almost there! To access any eServices, you must finish your online setup by creating an account in EAMS (Employer Account Management System). Use the same username and password you used to create your SecureAccess Washington account. Once you have finished, return to this page to see the eServices available to you.

If you already have an EAMS account, to access eServices you need to "request access to locked services" in EAMS. See directions in the link below.

Find out more about creating an account in EAMS.

Apply for the WOTC (Work Opportunity Tax Credit)
- Submit applications and documentation
- Check the status of applications
- Print certifications
Claimant eServices

Home

Testing Account
eservices-testing2020@gmail.com
Last logged on Mar 18 2020

Alerts
There are no alerts

I want to
- Submit an application
- Send a message/ask a question
- Upload a document

Summary | Online activity | Notices/letters

My accounts

<table>
<thead>
<tr>
<th>Account type</th>
<th>Benefit year begin</th>
<th>Benefit year end</th>
<th>Status</th>
<th>Expiration</th>
</tr>
</thead>
</table>
| No processed claims

Welcome, Testing Account | Settings
Submit an application

Estimated percentage completed

0%

Application for unemployment benefits

Your profile

Read and certify

Unemployment benefits registration application

Please read this important message before you begin.

The average time it takes to complete this application is 30 - 60 minutes. Depending on how you answer the questions will impact the time it will take to complete the application since some questions will require additional information.

If you begin the application and need to log out, be sure to save your work so you can resume where you left off.

Note: All saved, uncompleted applications will be automatically deleted by 6:30 p.m. Saturday.
Estimated percentage completed

0%

Application for unemployment benefits

Your profile

Read and certify

Welcome to the unemployment benefits application.

To qualify for unemployment benefits, you must:

- Have been employed for at least 680 hours in your base year.
- Be able to work and available for work.
- Search every week for work that's suitable for you.

After you apply, we will decide if you qualify, and we will let you know.

Do not use this online application if:

- You are a victim of domestic violence, stalking, sexual assault or trafficking and do not want your address on record with us. To keep your information private, sign up for the Address Confidentiality Program. Then call the claims center at 800-318-6022 to apply for benefits.
- You did not work in Washington since 9/1/2018. Contact the unemployment agency in the state where you worked the longest in the past 24 months.
- You left the military in the last 18 months, and you are not physically in Washington state.

Before you start, have ready:

- Your Social Security number.
- Information about jobs you have had in the last 18 months. Include part-time and temporary jobs. For each employer, you need at:
  - Business name.
  - Mailing address.
  - Phone number.
  - Date you worked.
- Paper and pen or pencil.
- If you had a military employer, your DD214 form.
- If you had a federal civilian employer, your SF50 or SF6.
Read and certify

Save and continue button
You don’t have to complete the entire application all at once. But if you don’t type anything for 15 minutes, the application will time out and you will lose your information. Be sure to choose the Save and continue button.

If you choose not to continue this application, we will discard it on Saturday.

Get a confirmation number!
Be sure to get a confirmation number proving you submitted your application. If you exit the application before receiving a confirmation number, you will lose any information you entered and you’ll have to start over. You will also need the number if you exit and return to the application later.

When to apply
Your unemployment benefits claim will start Sunday of the week you apply. If you don’t want to start your claim yet, wait to apply until the week (Sunday through Saturday) you want your claim to start.
Read and certify

We protect your privacy
The Employment Security Department strictly obeys state and federal laws that protect your private information. We do, however, share your information with other government agencies to verify your eligibility for this and other government programs. Read our privacy statement for details.

Fraud
If you lie on this application or provide false information, we might find that you committed fraud. You could be:

- Disqualified from receiving benefits.
- Have to pay back benefits received.
- Required to pay a penalty.
- Charged with a crime.

Certify
I certify that the information I provided on this form is true and complete to the best of my knowledge. I understand that omitting or giving false information is considered fraud, and I could have to pay back benefits received and pay a penalty. I also could be denied future unemployment benefits.

### Drivers license

Do you have a Washington state driver’s license or Washington state ID?

- **License or ID number (See "A" in picture):**
  - WDL12345678

- **Date issued (B):**
  - Jan 1 2020

- **Expiration date (C):**
  - Jan 1 2026
## Application for unemployment benefits

### Benefits in other states
Have you applied for or received unemployment benefits from a state other than Washington in the last 12 months?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

### Injury or illness
Have you been unable to work for 13 or more consecutive weeks due to an injury or illness?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

### Federal employer
Did you work for the federal government in the last 18 months? This doesn't include military service.

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

### Military jobs
Did you separate from active duty military service in the last 18 months?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>

### Work in other states
Have you worked in any state other than Washington in the last 18 months?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>
Estimated percentage completed

30%

Application for unemployment benefits

Your profile

John Smith
Certification
Certification cont'd
Certification cont'd
Your identity
Driver's license
Benefits in other states
Injury or illness
Federal jobs
Military jobs
Work in other states
Claim start date

Your profile

Claim start date

You are applying for benefits this week, so your claim year start date is Apr 12, 2020. Is this the date you want your claim to start?

Yes  No  Required
Claim start date should be determined by your last paid day and when you want to start claiming.

For self employed – select the date that you were no longer working or earning income.
Claim start date

You are applying for benefits this week, so your claim year start date is Apr 12 2020. Is this the date you want your claim to start?
What do you want your claim year start date to be?

You have requested to change your claim start date to Apr 5 2020. Is this correct?
Submit an application

Estimated percentage completed
30%

Application for unemployment benefits

Your profile

John Smith
Certification
Certification control
Certification award
Your identity
Driver's license
Benefits in other states
Injury or illness
Federal jobs
Military jobs
Work in other states
Claim start date
Anti-harassment

Do you currently have an anti-harassment order in place for your protection?

Yes  No
Submit an application

Estimated percentage completed
40%

Application for unemployment benefits

Your profile

Contact information

Country: USA
Street: 712 PEAR ST
Unit type:
State: WASHINGTON
City: OLYMPIA
County: THURSTON
Zip: 08501-1513

Please confirm this address

Click here to verify your address

Save  Cancel
Application for unemployment benefits

Contact information

Mailing address: 712 PEARL ST SE
Street 2: Unit 6
City: OLYMPIA
State: WASHINGTON
Zip: 98501-1513
Attention: Thurston

Do you have a physical address that is different than your mailing address?
Yes No

What is the best way to contact you if we need to talk about your claim? Please note: If we attempt to contact you and you don’t respond, it could affect your benefits or create an overhearing
Both email and phone

How do you want to receive important correspondence from us?
Send by U.S. mail

Email: myname@email.com
Primary Phone: USA 000 000-0000
Permission to leave a detailed voicemail?
Yes No

Would you like to provide an additional phone number?
Secondary Phone: USA 000 000-0001
Permission to leave a detailed voicemail?
Yes No
31

If you only had self employment, choose “no”. If you had both, enter your employer here and your self employment later.
Submit an application

Estimated percentage completed
50%

Application for unemployment benefits

Washington employer

Employer search

Search For my Washington employer

Remove this employer

Save Cancel

Previous Next
Employment Security Dept

Country: USA
Street: SYSTEMS AND REPORTS
Street 2: PO BOX 9046
Unit type: 
State: WASHINGTON
City: OLYMPIA
Zip: 98504-0001
Employer search

Employer: EMPLOYMENT SECURITY DEPT

What date did you **start** working for this employer?

What date did you last **physically** work for this employer?

Why did you separate from this employer?

Have you applied for or are you receiving retirement pay from this employer?

Please provide your gross income before any deductions, including taxes.

How many hours a week did you work, on average?

Select:
- Currently working full time
- Currently working part time
- Currently working reduced hours (partially employed)
- Fired
- Laid off
- Leave of absence
- Quit
- Shared work reduced hours
- Strike
- Suspended
- Temporarily out of work to attend mandatory apprenticeship training

Remove this employer
Washington employer

Employer search

Search For my Washington employer

Employer: EMPLOYMENT SECURITY DEPT

What date did you **start** working for this employer?
Jan 1 2015

What date did you last **physically** work for this employer?
Apr 16 2020

Why did you separate from this employer?
Laid off

Choose more information about this separation.

Was your separation date the same day as your last day worked?

Have you applied for or are you receiving retirement pay from this employer?

Please provide your gross income before any deductions, including taxes.

How many hours a week did you work, on average?

Choose more information about this separation.

Required
- Assignment or contract with temporary agency ended
- Business closed
- Company closed temporarily
- On call or on standby with my employer
- Other reason not listed
- School year ended or school is on break
- Seasonal worker and the season ended
- Worksite shut down because of weather

Remove this employer
Employer search

Employer: EMPLOYMENT SECURITY DEPT

What date did you **start** working for this employer?

What date did you last **physically** work for this employer?

Why did you separate from this employer?

Choose more information about this separation.

Was your separation date the same day as your last day worked?

What is the date the separation occurred?

Have you applied for or are you receiving retirement pay from this employer?

Please provide your gross income before any deductions, including taxes.

How many hours a week did you work, on average?
Did you work for another Washington employer?

What qualifies an employer as a Washington state employer? If you work for a national or international organization or individual within Washington, this would be classified as a Washington employer.

Note: Please make sure you have your employer’s name, address, and pay stubs available prior to selecting an employer from the list. Your claim may be delayed if the employer you have selected does not match the employer on your paystubs.

Many companies and organizations with multiple offices may designate a specific site to handle all unemployment. If you worked for one of these companies understand that the search results may not display your actual address, but rather the designated site.
Your employers

Employment wage summary

The employers for which you have provided information are shown below. This includes employers that we found in wage reports as well as any employers added by you. Employers marked "DNW" have already been flagged for agent review because you marked "Did Not Work." Employers marked "Pend" are waiting for a response from the federal government or another state.

Do you disagree with wage or hour information reported by an employer?

<table>
<thead>
<tr>
<th>DNW</th>
<th>Pend</th>
<th>Employer</th>
<th>Q1 Hours</th>
<th>Q1 Wage</th>
<th>Q2 Hours</th>
<th>Q2 Wage</th>
<th>Q3 Hours</th>
<th>Q3 Wage</th>
<th>Q4 Hours</th>
<th>Q4 Wage</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>EMPLOYMENT SECURITY DEPT</td>
<td>713</td>
<td>12,126</td>
<td>623</td>
<td>10,775</td>
<td>585</td>
<td>10,289</td>
<td>636</td>
<td>12,050</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>713</td>
<td>12,126</td>
<td>623</td>
<td>10,775</td>
<td>585</td>
<td>10,289</td>
<td>636</td>
<td>12,050</td>
</tr>
</tbody>
</table>
Alternate base year

To receive unemployment benefits, you must have worked 680 hours during your base year, which is Oct 1 2018 to Sep 30 2019. Our records show you worked only 0 hours.

If you worked the required number of hours from Jan 1 2019 to Dec 31 2019, which is your alternate base year, you still might be able to receive benefits.

Do we have your permission to use your alternate base year?

Yes  No

The employers for which you have provided information are shown below. This includes employers that we found in wage reports as well as any employers added by you. Employers marked "DNW" have already been flagged for agent review because you marked "Did Not Work." Employers marked "Pend" are waiting for a response from the federal government or another state.

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<thead>
<tr>
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<th>Pend</th>
<th>Employer</th>
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<th>Q1 Wage</th>
<th>Q2 Hours</th>
<th>Q2 Wage</th>
<th>Q3 Hours</th>
<th>Q3 Wage</th>
<th>Q4 Hours</th>
<th>Q4 Wage</th>
</tr>
</thead>
</table>
## Submit an application

### Estimated percentage completed

60%

### Application for unemployment benefits

#### Your occupation

**Occupation**

What was your primary occupation during the base year? Click “Search occupation.”

<table>
<thead>
<tr>
<th>Primary occupation</th>
<th>Required</th>
</tr>
</thead>
</table>

See this employment data website to determine whether your current occupation is in demand or not.

Are you going to continue to look for work in this occupation?

<table>
<thead>
<tr>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
</table>
Submit an application

Estimated percentage completed

60%

Application for unemployment benefits

Search occupation codes

First: Search for a job title.

Code: Choose one for details, then press "OK."

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>13-1031.02</td>
<td>Insurance Adjusters, Examiners, and Investigators</td>
</tr>
<tr>
<td>29-2071.00</td>
<td>Medical Records and Health Information Technicians</td>
</tr>
<tr>
<td>43-3011.00</td>
<td>Bill and Accounts Collectors</td>
</tr>
<tr>
<td>43-9041.00</td>
<td>Insurance Claims and Policy Processing Clerks</td>
</tr>
<tr>
<td>43-9041.01</td>
<td>Insurance Claims Clerks</td>
</tr>
<tr>
<td>43-9041.02</td>
<td>Insurance Policy Processing Clerks</td>
</tr>
</tbody>
</table>

13-1031.02 - Insurance Adjusters, Examiners, and Investigators

Job Responsibilities
Investigate, analyze, and determine the extent of insurance company's liability concerning personal, casualty, or property loss or damages, and attempt to effect settlement with claimants. Correspond with or interview medical specialists, agents, witnesses, or claimants to compile information. Calculate benefit payments and approve payment of claims within a certain monetary limit.

Alternate Job Titles

OK  Cancel
Application for unemployment benefits

Your occupation

Occupation

What was your primary occupation during the base year?
Click "Search occupation."

Primary occupation: 131031.02 - Insurance Adjusters, Examiners, and Investigators

See this employment data website to determine whether your current occupation is in demand or decline.

Are you going to continue to look for work in this occupation?

Yes  No
### Application for unemployment benefits

**Your occupation**

#### Union membership

- **Do you get your work through a union dispatch or referral list?**
  - Yes
  - No

- **Have you applied for or are you receiving union retirement pay?**
  - Yes
  - No
Work Search Requirements -

- Conducting a work search is optional.
- When filing your weekly claim, you will be asked if you made a work search. Answer it truthfully.
- If you did not make three or more contacts, then you should answer the question “no”.
- If you do answer “yes”, it will require you to enter at least three work search contacts.
- If you do answer it with “no”, during the COVID-19 situation that will be ok. This will not stop you from receiving benefits.
- We recommend not requesting standby until “stay at home” order is lifted and work search becomes required again.
### Standby request

**Standby means you are:**

- Unemployed with your regular employer due to a lack of work and you expect to return to full-time work with this employer within the next four weeks; or
- Unemployed and starting work with a new employer within the next two weeks.

If your employer has told you that you will be returning to work and given you an expected return to work date, you can request standby. Since standby waives your work search requirements, we will decide if you qualify, not your employer. You must look for work each week until we notify you that you are allowed to be on standby.

Click here if you would like to learn more about the Unemployment Standby benefit.

Do you wish to request Standby?

[Yes] [No]

---

Requesting standby is not necessary while the “stay at home” order is in effect and while conducting a work search is optional.
Submit an application

Estimated percentage completed

70%

Application for unemployment benefits

Your occupation

School or training

Are you currently attending school or a training program?

Yes  No
Being able and available means that you can go to work if called, if your employer had employment for you, and that there are no personal barriers to you returning to work.
Application for unemployment benefits

Your occupation

Federal taxes
You must pay federal taxes on your unemployment benefits. Do you want us to withhold 10 percent of your payment each week?

Yes  No

If you decide later that you don’t want us to withhold the 10 percent, we can’t return the money we already deducted.

If we require you to pay back benefits because we overpaid you, you must pay us:
• The benefits you received.
• Any money we withheld for tax purposes.
Application for unemployment benefits

Getting paid

Employment Security office will pay your benefits to you by either direct deposit into your bank account or deposit onto a debit card. Which option would you like us to use for your benefits payment – direct deposit into your bank account or deposit onto a debit card? Select one below.

- Debit Card
- Direct Deposit

Learn more about the direct deposit payment option.
Employment Security offers two payment options for you to receive your unemployment benefits: debit card or direct deposit. Which option would you like us to use for your benefits payment - direct deposit into your bank account or deposit onto a debit card? Select one below.

- Debit Card
- Direct Deposit

Learn more about all fees associated with the debit card option Learn more about the direct deposit payment option

We will deposit your benefit payments onto a debit card.

You will receive your debit card 7 to 10 days from today in a white envelope with Employment Security Department in the upper left hand corner. Follow the instructions provided with the card to activate it.

We are required to provide you with certain disclosures relating to the KeyBank debit card program prior to completing your application.

There are no:

- Monthly fees.
- Per purchase fees.
- Cash reload fees.
- In-network ATM withdrawal fees (There is a $1.75 ATM out-of-network fee. This fee can be lower depending on how and where this card is used.)
- In- or out-of-network ATM fees for balance inquiries.
- Automated or live agent customer service fees.
- Per month inactivity fees after 180 days of inactivity.
- Overdraft or credit feature.

KeyBank charges three other types of fees:

- $12 2-day expedited delivery of replacement card
- 2% international transaction fee
- $3 international ATM withdrawal fee

Your funds are eligible for FDIC insurance.

For general information about prepaid accounts, visit cfpb.gov/prepaid.

You can find details and conditions for all fees and services in the cardholder agreement.

Employment Security prepaid card is issued by KeyBank, N.A. There is no purchase price charged to enroll in the program nor is there any fee to activate the card.

You can find this and more information including a Long Form Disclosure that includes all fees relating to the benefits card program on our website at esd.wa.gov/unemployment/debit-card-info. Additionally, these disclosures will be provided to you in the card package when you receive your benefits card.
Employment Security offers two payment options for you to receive your unemployment benefits: direct deposit or debit card deposit. Which option would you like us to use for your benefits payment - direct deposit into your bank account or deposit onto a debit card? Select one below.

- Debit Card
- Direct Deposit

Learn more about all fees associated with the debit card option.

Learn more about the direct deposit payment option.
Getting paid

Employment Security offers two payment options for you to receive your unemployment benefits: debit card or direct deposit. Which option would you like us to use for your benefits payment – direct deposit into your bank account or deposit onto a debit card? Select one below.

- Debit Card
- Direct Deposit

Learn more about all fees associated with the debit card option
Learn more about the direct deposit payment option

I give the Employment Security Department permission to deposit my benefit payments into my bank or credit union account.

- Yes
- No

PAY TO THE ORDER OF

JOHN SMITH

Account type
Required
Routing number
Required
Name of bank or credit union
Required
Account number
Required
Confirm account number

Important: If there is an error in processing your direct deposit, the department will default your payment to our debit card. To learn more about the debit card features please visit us at ead.wa.gov/unemployment/debit-card-info.

⚠️ If you don’t have one of your checks handy, look at your monthly bank statement or contact your bank or credit union.
# Claim Summary

## Your Identity
- **Social Security Number**: 777-66-3333
- **Date of Birth**: Jan 1 1990
- **Legal Name**: JOHN
- **Middle Name**: SMITH
- **Have you used any other names for work, such as a maiden name?**: Yes
- **Are you a U.S. citizen or an American national?**: Yes

## Claim Start Date
- **Your claim is effective**: Mar 8 2020

## Contact Information
- **Mailing Address**: USA 712 PEARL ST SB
- **City**: OLYMPIA
- **State**: WASHINGTON
- **Zip Code**: 98501-1512

## Correspondence
- **What is the best way to contact you if we need to talk about your claim?**
  - Both email and phone
- **Primary phone**: USA 000 000-0000
- **Secondary phone**: USA 000 000-0001

## Your Employers
- **Employer Name**: Unemployment Security Dept.
- **Reason**: Currently working full time
- **Start Date**: Jan 1 2016

## Payment Option
- **Your selected payment method**: Debit Card
Submit an application

Estimated percentage completed
90%

Application for unemployment benefits

Submit application

To complete your application, select "Submit."

Save  Cancel  Submit
Congratulations! You have successfully submitted your application for unemployment benefits.

Your confirmation number is 0-014-720-529. Write it down or print this page for your records.

Watch for an email describing your rights and responsibilities that will advise you of your next steps. After you receive the email you can also find these instructions in the “Notices” section of your eServices homepage.

Your claim may have been flagged for additional review for one of the following reasons:
• You reported you had a claim in another state.
• We think you might qualify for an injury or illness claim, based on what you reported in your application.
• You reported you are a member of the International Longshore and Warehouse Union.

If your claim was flagged then it may take several days for an agent to review your claim. Once we have completed the review and processed your claim, you will receive the email mentioned above. If for some reason your claim can't be processed, an agent will contact you with additional information.

Help us improve eServices. Click here to take a quick survey of your registration experience.

Click here to search for job opportunities.
If you qualify for regular unemployment, you do not need to go further.
Sign in for eServices

Find answers to your questions about eServices accounts at esd.wa.gov/unemployment/technical-support.

Individuals
• Apply for unemployment benefits
• Submit a weekly claim
• Manage your unemployment benefits claim
• Restart a current claim
• Pay a benefit overpayment
• Look up your past wages
• Schedule a required WorkSource appointment

Employers
• Pay taxes
• Apply for SharedWork
• Apply for the Work Opportunity Tax Credit
• Manage your employees’ unemployment claims
  • Send a secure message
  • View and respond to correspondence
  • File an appeal

SecureAccess Washington (SAW)

Use your SecureAccess Washington (SAW) username and password
What is SAW?

Employers: if you have ever paid taxes online with EAMS (Employer Account Management Services), you must use the same SAW account.

Username:
Check to see if you have a SAW account

Password:

Sign in

Need an account?
If you haven’t already, you must create and activate a SecureAccess Washington (SAW) account to use our online services. What is SAW?
Check to see if you have a SAW account

Create new account

Type your Username and Password and click Sign in

We use SecureAccess Washington to protect your personal information
eServices

For yourself

Apply for unemployment benefits or manage your current and past claims

Send us a secure message
- Ask us a question through a secure messaging service

Look up your past wages
- See and print your Washington wages from the past two years

For an employer

Almost there! To access any eServices, you must finish your online setup by creating an account in EAMS (Employer Account Management System). Use the same username and password you used to create your SecureAccess Washington account. Once you have finished, return to this page to see the eServices available to you.

If you already have an EAMS account, to access eServices you need to “request access to locked services” in EAMS. See directions in the link below.

Apply for the WOTC (Work Opportunity Tax Credit)
- Submit applications and documentation
- Check the status of applications
- Print certifications
We are processing an unprecedented number of unemployment claims and our highest priority is getting benefit payments out to customers as quickly as we can. As a result, we are unable to respond to all questions submitted online in a timely manner and we apologize. Many questions can be answered on our website at esd.wa.gov/unemployment. You may also want to subscribe to email updates about our response to COVID-19. Thank you for your patience.
COVID-19 PUA Claim

Your profile

Read and certify

To qualify for Pandemic Unemployment Assistance in Washington, you must be unemployed, partially unemployed, unable to or unavailable for work for one of the following reasons:

- Your place of employment closed as a direct result of the COVID-19 public health emergency
- You are an independent contractor or self-employed individual and your ability to do your work has been affected or your place of business closed as a direct result of the COVID-19 public health emergency
- A child or other household member for whom you have primary caregiving responsibilities is out of school, daycare, or other facility due to closure as a direct result of the COVID-19 public health emergency
- You cannot reach your place of employment because of quarantine imposed as a result of the COVID-19 public health emergency
- You are unable to reach your place of work because you have been advised by a health care provider to self-quarantine due to concerns related to COVID-19
- You were scheduled to start a job but no longer have a job or are unable to reach the job as a direct result of the COVID-19 public health emergency
- You had to quit as a direct result of COVID-19
- You were diagnosed with COVID-19
- You have symptoms of COVID-19 and are seeking a medical diagnosis
- An individual in your household has been diagnosed with COVID-19 and you have been advised to self-isolate
- You are providing care for a family member or household member who has been diagnosed with COVID-19
- You became the breadwinner or major support for a household because the head of household died as a direct result of COVID-19

You can't receive Pandemic Unemployment Assistance benefits during any week that you are eligible to receive benefits from your standard Unemployment Insurance claim or from any Pandemic Emergency Unemployment Compensation benefits from Washington or any other state.
COVID-19 PUA Claim

Your profile

Read and certify

We protect your privacy
The Employment Security Department strictly obeys state and federal laws that protect your private information. We do, however, share your information with other government agencies to verify your eligibility for this and other government programs. Read our privacy statement for details.

Fraud
If you lie on this application or provide false information, we might find that you committed fraud. You could be:

- Disqualified from receiving benefits.
- Required to pay back benefits you received.
- Required to pay a penalty.
- Charged with a crime.

Certify
I certify that the information I provided on this form is true and complete to the best of my knowledge. I understand that omitting or giving false information is considered fraud, and I could have to pay back benefits received and pay a penalty. I also could be denied future unemployment benefits.


Previous Next
Are you unemployed, partially unemployed, unable or unavailable for work for one of the following reasons?

- Your place of employment closed as a direct result of the COVID-19 public health emergency
- You are an independent contractor or self-employed individual and your ability to do your work has been affected or your place of business closed as a direct result of the COVID-19 public health emergency
- A child or other household member for which you have primary caregiving responsibilities is out of school, daycare, or other facility due to closure as a direct result of the COVID-19 public health emergency
- You cannot reach your place of employment because of quarantine imposed as a result of the COVID-19 public health emergency
- You are unable to reach your place of work because you have been advised by a health care provider to self-quarantine due to concerns related to COVID-19
- You were scheduled to start a job but no longer have a job or are unable to reach the job as a direct result of the COVID-19 public health emergency
- You had to quit as a direct result of COVID-19
- You were diagnosed with COVID-19
- You have symptoms of COVID-19 and are seeking a medical diagnosis
- An individual in your household has been diagnosed with COVID-19 and you have been advised to self-isolate
- You are providing care for a family member or household member who has been diagnosed with COVID-19
- You became the breadwinner or major support for a household because the head of household died as a direct result of COVID-19

Did your employer offer you the ability to telework your usual number of hours with pay during the COVID-19 public health emergency, or as a self-employed person, are you able to telework your usual number of hours for pay?

On what date did your employment status change because of the COVID-19 public health emergency? This includes when you became unemployed, partially unemployed, unable or unavailable for work, or were prevented from starting new employment.

Do you normally work full-time?
COVID-19 PUA Claim

Your profile

Claimant Details
Would you like to update your name information?

Yes  No

Your identity

Please enter your name as it appears on your Social Security Card:

First name:
Last name:
Middle name:
Suffix:

Would you like to add a prior or maiden name?
Yes  No

Would you like to add a preferred or nickname?
Yes  No

Are you a U.S. citizen or an American national?
Yes  No
<table>
<thead>
<tr>
<th><strong>Drivers license</strong></th>
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<tbody>
<tr>
<td>Do you have a Washington state driver's license or Washington state ID?</td>
</tr>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>
COVID-19 PUA Claim

Your profile

PUA Information
Certification
Eligibility Questions

Personal information
Alien information
Driver's license

Benefits in other states

Benefits in other states

Have you applied for or received unemployment benefits from a state other than Washington in the last 12 months?

Yes
No
Federal jobs

Did you work for the federal government in the last 18 months? This doesn’t include military service.

Yes  No
Did you separate from active duty military service in the last 18 months?

[Yes] [No]
Have you worked in any state other than Washington in the last 18 months?

- Yes
- No
### COVID-19 PUA Claim

#### Your profile

**Work in other states**

- **Have you worked in any state other than Washington in the last 18 months?**
  - Yes
  - No

- **Are you currently a corporate officer of any company outside Washington?**
  - Yes
  - No

Provide your out of state wages to get an estimate that combines your wages from Washington and other states. We will also give you an estimate of your weekly benefit amount based on only Washington state wages.

<table>
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</thead>
<tbody>
<tr>
<td>Out of state wages</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

#### States

Select all states where you worked in the last 18 months.

- Alabama
- Arizona
- Arkansas
- California
- Colorado
- Connecticut
- Delaware
- District Of Columbia
- Florida
- Georgia
- Hawaii
- Idaho
- Illinois
- Indiana
- Iowa
- Kansas
- Kentucky
- Louisiana
- Maine
- Maryland
- Massachusetts
- Michigan
- Minnesota
- Mississippi
- Missouri
- Montana
- Nebraska
- Nevada
- New Hampshire
- New Jersey
- New Mexico
- New York
- North Carolina
- North Dakota
- Ohio
- Oklahoma
- Oregon
- Pennsylvania
- Puerto Rico
- Rhode Island
- South Carolina
- South Dakota
- Tennessee
- Texas
- Utah
- Vermont
- Virgin Islands
- Virginia
- West Virginia
- Wisconsin
- Wyoming

#### Buttons

- **Save**
- **Cancel**
- **Previous**
- **Next**
Anti-harassment

Do you currently have an anti-harassment order in place for your protection?

[Yes] [No]
COVID-19 PUA Claim

Your profile

Demographics confirmation
Would you like to update any of the information below?

Yes  No

Personal information
What is your gender?
If you could receive written materials in any language, which would you prefer? We can't guarantee we can send you information in the language you choose.

We are required to ask these questions. Answering them is voluntary. If you don't want to answer, select "Do not want to answer" as your answer.

What is your highest level of education?
What is your ethnic background?
What is your race? Select all that apply.

Are you a U.S. military veteran?
Do you have a disability?

Save  Cancel

Previous  Next
Employer details

Employer’s name
Address

What date did you start working for this employer? Oct 20 2018
What date did you last physically work for this employer? Mar 16 2020
Why did you separate from this employer? Laid off
Choose more information about this separation. Company closed temporarily
Was your separation date the same day as your last day worked? Yes
What is the date the separation occurred? Apr 1 2020
Have you applied for or are you receiving retirement pay from this employer? Yes
Please provide your gross income before any deductions, including taxes. 23,125.00
How many hours a week did you work, on average? 36

Previous Next
Let’s talk about two specific questions about why you are not working

Why did you separate from this employer?

Choose more information about this separation.

Required
- Currently working full time
- Currently working part time
- Currently working reduced hours (partially employed)
- Fired
- Laid off
- Leave of absence
- Quit
- Shared work reduced hours
- Strike
- Suspended
- Temporarily out of work to attend mandatory apprenticeship training

Required
- Assignment or contract with temporary agency ended
- Business closed
- Company closed temporarily
- On call or on standby with my employer
- Other reason not listed
- School year ended or school is on break
- Seasonal worker and the season ended
- Worksite shut down because of weather
COVID-19 PUA Claim

Washington employer: Macys West Stores Inc

Employer details

Employer’s name
Address

What date did you start working for this employer?
What date did you last physically work for this employer?
Why did you separate from this employer?
Choose more information about this separation.
Was your separation date the same day as your last day worked?
What is the date the separation occurred?
Have you applied for or are you receiving retirement pay from this employer?
Please provide your gross income before any deductions, including taxes.
How many hours a week did you work, on average?

Oct 20 2018
Mar 16 2020
Laid off
Company closed temporarily

Yes
No

23,125.00
Per Hour Week Month Year

36

Save Cancel

Previous Next
Did you work for another Washington employer?

What qualifies an employer as a Washington state employer? If you work for a national or international organization or individual within Washington, this would be classified as a Washington employer.

Note: Please make sure you have your employer’s name, address, and pay stubs available prior to selecting an employer from the list. Your claim may be delayed if the employer you have selected does not match the employer on your payslips.

Many companies and organizations with multiple offices may designate a specific site to handle all unemployment. If you worked for one of these companies understand that the search results may not display your actual address, but rather the designated site.
Did you earn money through self-employment or as a 1099 independent contractor during the 2019 tax year?

Income from self-employment may include receiving pay for things like:

- Income from your own business
- Income as an Independent contractor
- Income from certain religious employers

The money you make through self-employment can be used to calculate your weekly unemployment benefit if your unemployment is caused by the pandemic and:

- You were self-employed or were going to commence self-employment at the time the pandemic began, and
- Your principal source of income and livelihood is self-employment.

We consider your unemployment to be caused by the pandemic if one of the following is true and is a direct result of the pandemic:

- You are unemployed for at least a week
- You are unable to do your self-employed work because of a state official or healthcare provider’s directive
- You were to begin self-employment but are unable to reach the place where you were going to be self-employed
- You cannot perform the services provided in self-employment due to an illness

You will need to provide proof of your self-employment, and the income you earn will be used to calculate your benefits after we validate your documentation.

Incorrect reporting of your self-employment income may result in disqualification from Pandemic Unemployment Assistance.
These are end dates for the entire quarter. The Mar 31 date, means earnings Jan 1-Mar 31.
Example List of acceptable documents -

- 1125-E - compensation in column F
- W2 – Line 5
- 1040-Single Filing, line 11b
- 1040 -Joint Filing, Line 31
- Schedule C, Line 31
- Schedule F, Line 34
- 1099-Misc – Box 3 or 7
- 1040-SE – Box 2
- Tax records from 2018 are not acceptable
COVID-19 PUA Claim

Your employers

Self-Employment

Did you earn money through self-employment or as a 1099 independent contractor during the 2019 tax year? Income from self-employment may include receiving pay for things like:

Select a file to attach

Type: Self-Employment Documentation
Description: Required

Choose File: No file chosen

Save Cancel

Net Earnings

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>15,000.00</td>
<td>15,000.00</td>
<td>15,000.00</td>
<td>15,000.00</td>
</tr>
</tbody>
</table>

You need to provide documentation of your self-employment earnings, like IRS forms Schedule C, K, SE, or F, or Dept. of Revenue quarterly reports before we can make a final decision on your claim. Please attach documentation below. If you do not currently have documents available, you can return to your eServices account and provide them within 21 days of your application. The income you earned through self-employment won’t be applied to your weekly benefit amount until we verify your documentation. If you do not provide enough information, we may deny or reduce the benefits available to you.

Upload Documentation
COVID-19 PUA Claim

Your occupation

Occupation

What was your primary occupation during the base year?
Click "Search occupation."

Primary occupation

Search occupation

See this employment data website to determine whether your current occupation is in demand or decline.

Are you going to continue to look for work in this occupation?

Yes  No

Save  Cancel  Previous  Next
Submit an application

Estimated percentage completed

60%

Application for unemployment benefits

Search occupation codes

First: Search for a job title.

Search

Next: Choose one for details, then press "OK."

<table>
<thead>
<tr>
<th>Code</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>13-1031.02</td>
<td>Insurance Adjusters, Examiners, and Investigators</td>
</tr>
<tr>
<td>29-2071.00</td>
<td>Medical Records and Health Information Technicians</td>
</tr>
<tr>
<td>43-3011.00</td>
<td>Bill and Accounts Collectors</td>
</tr>
<tr>
<td>43-9041.00</td>
<td>Insurance Claims and Policy Processing Clerks</td>
</tr>
<tr>
<td>43-9041.01</td>
<td>Insurance Claims Clerks</td>
</tr>
<tr>
<td>43-9041.02</td>
<td>Insurance Policy Processing Clerks</td>
</tr>
</tbody>
</table>

13-1031.02 - Insurance Adjusters, Examiners, and Investigators

Job Responsibilities

Investigate, analyze, and determine the extent of insurance company’s liability concerning personal, casualty, or property loss or damages, and attempts to effect settlement with claimants. Correspond with or interview medical specialists, agents, witnesses, or claimants to compile information. Calculate benefit payments and approve payment of claims within a certain monetary limit.

Alternate Job Titles

OK Cancel
COVID-19 PUA Claim

Your occupation

Occupation

What was your primary occupation during the base year?
Click "Search occupation."

Primary occupation: 27-1013.00 - Fine Artists, Including Painters, Sculptors, and Illustrators

Change occupation

See this employment data website to determine whether your current occupation is in demand or decline.

Are you going to continue to look for work in this occupation?

Yes  No

You must search for work in the same occupation you listed above, unless you fit one of these very limited circumstances. You:
- Developed a physical or mental disability that prevents you from working in your primary occupation; or
- Received training or earned a degree or certification that qualifies you for different work.

What reason are you seeking work in an occupation different from what you selected above?

What occupation are you looking for?

New occupation: Required

Search occupation

Save  Cancel

Previous  Next
Union membership

- Do you get your work through a union dispatch or referral list?
  - Yes
  - No

- Have you applied for or are you receiving union retirement pay?
  - Yes
  - No
Requesting standby is not necessary while the “stay at home” order is in effect and while conducting a work search is optional.
School or training

Are you currently attending school or a training program?

Yes  No
Being able and available means that you can go to work if called, if your employer had employment for you, and that there are no personal barriers to you returning to work.
Federal taxes
You must pay federal taxes on your unemployment benefits. Do you want us to withhold 10 percent of your payment each week?

Yes  No
Employment Security offers two payment options for you to receive your unemployment benefits: debit card or direct deposit. Which option would you like us to use for your benefits payment – direct deposit into your bank account or deposit onto a debit card? Select one below.

- Debit Card
- Direct Deposit

Learn more about all fees associated with the debit card option. Learn more about the direct deposit payment option.
To complete your application, select "Submit."
We received your submission. We will contact you if we need more information.

Keep submitting your weekly claims
Even while we are investigating, continue to submit your weekly claims on time. If we decide you are eligible for benefits, we will pay you only for weeks you claimed. We may deny benefits for weeks you claim late.
Your Benefit Rights and Responsibilities

Presentation of Benefit Rights

Received: Sunday, Apr 19, 2020 3:00:40 PM
Subject: Your Benefit Rights and Responsibilities

Your rights and responsibilities as an unemployment claimant under the CARES Act.

You’re responsible for understanding this important information.

Don’t reply to this email! We won’t receive it.

Eligibility for PUA
You are eligible for PUA if you are unemployed, partially unemployed, unable or unavailable for work for one of the following reasons:

- You have received a COVID-19 diagnosis
- You are experiencing symptoms of COVID-19 and seeking a medical diagnosis
- An individual in your household has been diagnosed with COVID-19
- You are providing care for a family member or household member who has been diagnosed with COVID-19
- A child or other household member for which you have primary caregiving responsibilities is out of school, daycare, or other facility due to closure as a direct result of the COVID-19 public health emergency
- You cannot reach your place of employment because of quarantine imposed as a result of the COVID-19 public health emergency
- You are unable to reach your place of work because you have been advised by a health care provider to self-quarantine due to concerns related to COVID-19
- You were scheduled to start a job but no longer have a job or are unable to reach the job as a direct result of the COVID-19 public health emergency
- You became the breadwinner or major support for a household because the head of the household died as a direct result of COVID-19
- You had to quit as a direct result of COVID-19
- Your place of employment closed as a direct result of the COVID-19 public health emergency
- You are an independent contractor or self-employed individual and your ability to do your work has been affected or your place of business closed as a direct result of the COVID-19 public health emergency

If you have questions, log in to eServices and go to your outbox to submit a question or call the claims center at 800-318-6022.

How much you’ll be paid
Your claim is based on all your work and earnings from 1/1/2019 to 12/31/2019. We estimate that you may be eligible to receive $250 each week during the period from 2/2/2020, to 12/26/2020.

We’re sending you a Statement of Benefits, Wages and Hours, which will show you the hours and wages you or your employer(s) reported us for that time period. Examine it carefully and let us know if you believe anything is incorrect.
You have enough benefits left for 26 payments as long as you remain eligible, however your claim ends 7/4/2020. NOTE: Other factors, such as deductions from your benefits, may impact the amount and number of payments you will receive. Based on your available benefits, your final payment may be less than your weekly benefit amount.
Unemployment Questions -

- **When do I file my weekly claims?**
  - A = If you backdated your claim, now. Otherwise, preferable Sunday for each week that you want to receive benefits.

- **How do I file my weekly claim?**
  - Using eServices, under the alert section, click on “You have a UI weekly claim to file”

- **What do I do when I return to work?**
  - Just stop submitting your weekly claims

- **Will work search be required after the “stay at home” order is lifted?**
  - Probably, but watch our website and look for alerts in your eServices account

- **Is the waiting week being waived?**
  - A = Because of emergency rules put into place, yes.
More Unemployment Questions -

- Can I receive unemployment if my employer has reduced my hours or is paying me some or all of my salary?
  - A = Yes, but you have to report the hours and earnings for each week this happens

- Can I receive unemployment if my employer is paying me sick pay, vacation pay, or personal time off?
  - A = Yes, but you have to report the earnings for each week this happens

- What is the base year?
  - A = Starting April 5th, it will be January 2019 through December 2019.

- What if I don’t know my exact start/end dates?
  - A = Estimated start dates are ok, last date of work/self employment should be accurate
More Unemployment Questions -

- I had both self employment and I worked for someone else. Do I apply through this process?
  - A = Yes, just answer both the self employment and the employer sections.

- What is the difference and when do I apply for PUA and PEUC?
  - A = PUA – is an unemployment claim for those that do not qualify for regular unemployment. You apply for that as soon as you are not working or when work has reduced. PEUC – is for those that have used all the unemployment money in their account and need additional weeks to claim. You apply for that when you are nearing the end or have exhausted all the benefits in your regular claim.

- All information and Frequently Asked Questions on www.esd.wa.gov
Resources to Help!

- For everything – [www.esd.wa.gov](http://www.esd.wa.gov)
  - This includes COVID-19, as it relates to programs and services provided by the Employment Security Department
- eServices Account Support – 855-682-0785
- Unemployment Insurance Claims – 800-318-6022
- Unemployment Insurance Questions – 833-572-8400