

Top 10 Things You Should Know . . .

About the Unemployment Insurance System When Filing Your Claim



- 1. Accurately Report the Reason You Are Unemployed.** When you initially file your application, accurately report your reason for being unemployed to avoid delays in the processing of your application.
- 2. Report Any Wages You Are Earning.** You must report your gross wages for each week (Sunday through Saturday) that you work. Report all earnings – including for part-time or temporary work.
- 3. Be Able to Work.** You must be physically and mentally able to work to be eligible for benefits.
- 4. Be Available for Work.** To receive benefits, you must be available and willing to accept suitable work.
- 5. Complete All Required Reemployment Activities.** This includes activities online at **OhioMeansJobs.com** and possibly in-person activities at your local **OhioMeansJobs center**. See your New Claim Instruction Sheet or Selection Notice for specifics. If you fail to complete an activity by the required date, your benefits will stop.
- 6. Actively Search for Work.** Ohio law requires you to actively seek suitable employment by conducting two work search activities each week.
- 7. Avoid Errors to Ensure Proper Payment of Benefits.** To prevent errors that may result in an overpayment (which you'll have to repay later), read all of the information provided to you.
- 8. Do Not Delay!** As soon as you begin working again, you must report your earnings as you earn them. When returning to employment, report your return to work date on your weekly claim application. Do not wait until you receive your first paycheck.
- 9. Follow the Rules to Avoid Fraud.** Anyone who receives unemployment benefits is legally responsible for following the rules. Failure to follow the rules can have serious consequences.
- 10. Know Your Responsibilities and Ask for Help.** If you have any questions, look for the answer online at **unemployment.ohio.gov** or call 1-877-644-6562.

Unemployment Insurance

provides temporary financial assistance to qualified individuals who have lost their jobs through no fault of their own and who continue to meet the eligibility requirements of state law.

The program is not available to everyone who loses a job.

To ensure accurate and quick payment of benefits, keep these top ten facts in mind.

If you're not proficient in English, call **1-877-644-6562** for assistance.

Español:

Los clientes sin conocimiento del idioma inglés pueden llamar al **1-877-644-6562** o al centro de tramitación que les fue asignado.

Somali:

Macaamiisha aan xirfad fiican u laheyn luuqada ingiriiska waxay wici karaan **1-877-644-6562** ama xaruntooda ay howsha ka socoto.

For more information, visit **unemployment.ohio.gov** or call **1-877-644-6562** or TTY **1-614-387-8408**. We're here to help!

Mike DeWine, Governor
Kimberly Hall, Director
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