

NOTICE TO EMPLOYEES **UNEMPLOYMENT INSURANCE BENEFITS**

This employer is registered under the California Unemployment Insurance Code and is reporting wage credits that are being accumulated for you to be used as a basis for unemployment insurance benefits.

You may be eligible to receive Unemployment Insurance benefits if you are:

- Unemployed.
or
- Working less than full-time AND ready, willing, and able to work full-time, or as instructed by the Employment Development Department (EDD).

Employees of Educational Institutions:

Unemployment Insurance benefits based on wages earned while employed by a public or nonprofit educational institution may not be paid during a school recess period if the employee has reasonable assurance of returning to work at the end of the recess period (California Unemployment Insurance Code Section 1253.3). Benefits based on other covered employment may be payable during recess periods if the unemployed individual is in all other respects eligible, and the wages earned in other covered employment are sufficient to establish an unemployment insurance claim after excluding wages earned from a public or nonprofit educational institution(s).

NOTE: Some employees may be exempt from unemployment and disability insurance coverage.

The fastest way to file for Unemployment Insurance (UI) is online with eApply4UI at www.edd.ca.gov/eapply4ui.

You may also file for unemployment benefits by calling toll-free from anywhere in the U.S. at:

English	1-800-300-5616	Mandarin	1-866-303-0706
Spanish	1-800-326-8937	Vietnamese	1-800-547-2058
Cantonese	1-800-547-3506	TTY (nonvoice)	1-800-815-9387

Note: If contacting us to file a claim, you must contact us by Friday to receive credit for the week.
If calling, EDD representatives are available Monday through Friday between 8 a.m. and 12 noon (Standard Time).