

10 Things You Should Know

To help process your claim without delay, please provide accurate and complete information on your unemployment claim application. This includes making sure you list all your employers you worked for in the last 18 months. If an employer name is unfamiliar, please review your check stub or W2 to confirm the employer name reported on your claim application before reporting you did not work for that employer. If you worked in another state, make sure you tell us what state you worked in.

Failure to provide all the requested information means your claim will have to be manually reviewed and corrected by IDES staff. If IDES is unable to make the corrections, prior to when you certify (request payment), your benefits will be delayed or the amount you receive will be less than it should be.

PLEASE HELP US MAKE SURE THIS STRESSFUL TIME GOES AS SMOOTHLY AS POSSIBLE FOR EVERYONE.

The \$600 federal increase is now available! Those claimants certifying beginning April 6 will see the additional supplemental income applied to their weekly benefit amount. This increase is available through the week ending July 25, 2020.

Top 10 Things You Should Know About Unemployment Insurance

1. **Use Illinois JobLink To Search For A Job.**

Illinois JobLink is IDES' online database that helps connect job seekers to employers in Illinois and throughout the country.

Please note: if you file an Unemployment Insurance claim on or after July 17, 2016 and you are subject to the registration requirement, you must complete your registration immediately through www.IllinoisJobLink.com. Your Unemployment Insurance benefits will not be paid until your registration is complete.

2. **Accurately Report the Reason You Are Unemployed.**

Accurately report your reason for separation from your job when you initially file your claim for benefits.

3. **Report Any Wages You Are Earning.**

You must report your gross wages for each week you work. Report all earnings, including part-time or temporary work.

4. **Be Available for Work.**

In order to collect benefits, you must continually certify that you are able, available and willing to accept suitable work.

5. **Actively Search for Work.**

You must search for work each week or benefits may be denied.

6. **Develop & Document an Effective Work Search Plan.**

An organized and documented job search improves your chances of employment. All claimants are required by law to document work search activities.

7. Do Not Pay An Agent To File Your Claim.

The use of paid third-parties to file your claim and/or communicate with IDES is very risky and discouraged. Do not share your personal information with anyone.

8. Do Not Commit Fraud.

Follow the rules to prevent yourself from committing fraud. Failure to follow legal requirements has serious consequences.

9. Know Your Responsibilities and Ask for Help.

If you have questions, please visit an [IDES office](#) or call [\(800\) 244-5631](#)

10. Don't Delay - As soon As You Begin Working Again, Report Your Return to Work.

Notify IDES as soon as you begin working. Avoid committing fraud; do not wait until you receive your first paycheck.

Note: Any information submitted by you to IDES may be verified through computer matching programs in order to determine your eligibility for Unemployment Insurance benefits.

File Your Claim

*** I certify that I have followed this [link](#) and read the information regarding terms, conditions, and fees associated with the debit card. I understand that I may select direct deposit as an alternative payment method.