



**North Carolina Department of Commerce
Division of Employment Security
Unemployment Insurance**



Date Mailed:

Name (Employer)
Address
Address2
City, State, Zip

Claimant:
SSN:

Dear {Employer}:

An attempt to file an attached claim for temporary layoff by {Employer's Name} was unsuccessful. Under North Carolina General Statute 96-15(a1) an employer may file an attached claim for an employee only once during a benefit year. Our records show that {Employer's Name} has filed a claim on your employee's behalf within the previous twelve months.

To be eligible unemployment benefits the employee must file a claim based on their most recent separation. As a condition of their separation they will be required to conduct a work search (five contacts per week), maintain a record of a work search and certify weekly that they are meeting all weekly eligibility requirements.

The claimant may file for unemployment benefits on line at des.nc.gov or by contacting our Customer Call Center at 1-888-737-0259. The employer may call the Employer Call Center at 1-866-278-3822 for any questions related to this notice.

Help us prevent UI Fraud!
Report Suspected UI Fraud Online at
des.nc.gov
Post Office Box 25903 Raleigh, North Carolina 27611-5903