



1101I01BD 0622

# **UNEMPLOYMENT INSURANCE APPLICATION (Federal Employee)**

#### **FILING INSTRUCTIONS**

Complete this application including any applicable attachment(s). Print or type the information. Use blue or black ink only.

Answer all questions on each page. Review your application thoroughly for completeness. An incomplete application may delay or prevent the filing of your claim, or cause benefits to be denied. If the Employment Development Department (EDD) needs to verify any of the information you provide while filing a claim, you will receive additional forms by mail and will be asked to provide additional information and/or documentation.

#### **APPLICATION QUESTIONS**

The answers you give to the questions on this application must be true and correct. You may be subject to penalties if you make a false statement or withhold information.

1.	Did you work in a state other than California during the last 18 months?  AND / OR	1.	☐ Yes ☐ No If yes, check the applicable box(es) below: ☐ State(s) Outside California, specify state(s):
	Did you work in Canada during the last 18 months?		□ Canada
2.	What is your Social Security number as given to you by the Social Security Administration?	2.	
	a) If the EDD assigned you an EDD Client Number (ECN), please provide the ECN here. (An ECN is a 9-digit number beginning with 999 or 990.)		a)
2A.	List any other Social Security numbers you have used.	2A.	
3.	What is your <u>full</u> name?	3.	Last First Middle Initial
4.	Is this the name that appears on your Social Security card?	4.	☐ Yes ☐ No
	If no, provide the name that appears on your Social Security card.		a) Last  First  Middle Initial
5.	List any other names you have used.	5.	
6.	What is your birth date?	6.	(mm/dd/yyyy)
7.	What is your gender?	7.	☐ Male ☐ Female
8.	What is your written language preference?	8.	□ English □ Spanish □ Other
	a) What is your <b>spoken</b> language preference?		a) 🗆 English 🗆 Spanish 🗆 Other
9.	Have you filed a California Unemployment Insurance or a Disability Insurance claim in the last two years?	9.	□ Yes □ No
	<ul> <li>a) If yes, list each type of claim and the most recent date(s) of when the claim(s) was filed.</li> </ul>		a) Unemployment Claim Date(s) (mm/dd/yyyy)
			a) Disability Claim Date(s) (mm/dd/yyyy)



### **UNEMPLOYMENT INSURANCE APPLICATION**

10.		you have a Driver License issued to you by a e/entity?		10.		∕es □No			
	a)	If yes, provide the name of the issuing States and your Driver License number.	entity/		a)	Name of issuing State/entity:			
	If no	o, answer questions b-d:			lf n	o, answer questions b-d:			
	b)	Do you have an Identification Card issued to by a State/entity?	you		b)	☐ Yes ☐ No			
	c)	If yes, provide the name of the issuing States and your Identification Card number.	entity/		c)	Name of issuing State/entity: _ Identification Card Number:			
	d)	How do you look for work and, if you have w how do you get to work?	ork,		d)	Please Explain:			
11	Wha	at is your telephone number?		11					
	a)	If you are deaf, hard of hearing, or have a sp	eech			☐ TTY (Non-voice) ☐ Californ	nia Relay Service		
	,	disability and use TTY or California Relay to communicate, check the appropriate box.			,	,	,		
12.		at is your <b>mailing address</b> ?		12.	Str	eet:		Apt.:	
	(Inc	lude your city, State, and ZIP code)				y:			
					Sta	ite: ZIP Code:			
13.	•	our <b>residence</b> address the same as your mai ress?	ling	13.		∕es □ No			
	a)	If no, enter your <b>residence</b> address. (Include city, State, ZIP code and apartment number.			a)	Street:			
		A residence address cannot be a P.O. Box. F provide a street address.				State: ZIP Code:			
14.		ou do not live in California, what is the name on the country in which you live?	of the	14.					
15.	Wha	at race or ethnic group do you identify with? C	Check o	ne of	f the	following:			
	□V	/hite	□Bla	ck no	ot Hi	spanic	☐ Hispanic		
	ПΑ	sian	□Am	erica	n In	dian/Alaskan Native	☐ Chinese		
		ambodian	□ Filip	oino			☐ Other Pacific Islan	nder	
		uamanian	□Asia	an In	dian	l	☐ Japanese		
	□к	orean	□Lac	otian			☐ Samoan		
	□V	ietnamese	□Hav	waiia	n		☐ I choose not to ar	nswer	
16.	mer life mar	you have a disability? (A disability is a physical impairment that substantially limits one or activities, such as caring for oneself, performinual tasks, walking, seeing, hearing, speaking athing, learning, or working.)	more ng	16.		Yes □ No □ I choose not to a	answer		
17.	Wha	at is the highest grade of school you have cor	npleted	? Cł	neck	only one box.			
		id not complete High School	□High	n Sch	nool	Diploma or GED	☐ Some college or v	ocational school	
	ПΑ	ssociate of Arts	□Bac	helor	of A	Arts or Science	☐ Masters or Doctor	rate	
18.	Are	you a Military Veteran?		18.		∕es □ No			



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	<ul> <li>19. Provide your employment and wages information for the past 18 months. If you worked for a temporary agency, a labor contractor, an agent for actors or actresses, or an employer where wages are reported under a corporate name, your wages may have been reported under that employer name. You may want to refer to your check stub(s) or W-2(s) to obtain the name of your employer.</li> <li>a) Name and mailing address of all employers you worked for in the last 18 months.</li> <li>b) Period of employment (Dates Worked).</li> <li>c) Total Wages earned for each employer in the last 18 months.</li> <li>d) How you were paid (specify hourly, weekly, monthly, annually, commission, or at piece rate).</li> <li>e) Specify if you worked full-time or part-time.</li> <li>f) How many hours you worked per week.</li> <li>g) Check the appropriate "Yes/No" box if the employer is (or is not) a school or educational institution or a public or nonprofit employer where you performed school-related work.</li> <li>NOTE: It is important that you report the employer name(s) and mailing address(es), period(s) of employment, and wages correctly. Failure to</li> </ul>							
	provide complete information will result in your bene							
a)	Employer Name and Mailing Address	b)	Dates \	Vorked	c)	Total Wages	d)	How were you paid? (e.g.,weekly, monthly, etc.)?
	Name:		From:		_	\$		(c.g.,weekly, monthly, etc.):
	Mailing Address:							
	Street:							
	City:							
e)	State: ZIP Code: Did you work full-time or part-time?			f) How many	hou	rs did you work per we	ok?	
g)	Is this employer a school employer or a public or nonpro							
3/	If yes, provide phone number:							
a)	Employer Name and Mailing Address				c)	Total Wages	d)	How were you paid?
		,			,	· ·		(e.g.,weekly, monthly, etc.)?
	Name:					\$		
	Mailing Address: Street:		10:		-			
	City:							
	State: ZIP Code:							
e)	Did you work full-time or part-time? ☐ F/T ☐ P/T					rs did you work per we		
g)	Is this employer a school employer or a public or nonpro				erfo	rmed school-related wo	rk?	Yes □ No
	If yes, provide phone number:							
a)	Employer Name and Mailing Address	b)	Dates \	Vorked	c)	Total Wages	d)	How were you paid?
	Name:		From:			\$		(e.g.,weekly, monthly, etc.)?
	Mailing Address:		To:		-	Ψ		
	Street:				_			
	City:							
	State: ZIP Code:							
e)	Did you work full-time or part-time? $\square$ F/T $\square$ P/T Is this employer a school employer or a public or nonpro	-ti+				rs did you work per we		
g)	If yes, provide phone number:	אוונ פ	employe	i where you p	eno	imed school-related wo	JIK?	□ tes □ NO
a)	Employer Name and Mailing Address	h)	– Dates I	Vorked	c)	Total Wages	۹)	How were you paid?
(a)	Employer Name and Mailing Address	D)	Daies	VOIREU	C)	Total Wages	u)	(e.g.,weekly, monthly, etc.)?
	Name:		From:		_	\$		
	Mailing Address:		To:		_			
	Street:							
	City: State: ZIP Code:							
e)	Did you work full-time or part-time?			f) How many	hou	rs did vou work ner we	ek?	
g)	Is this employer a school employer or a public or nonpro							
	If yes, provide phone number:							



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Soc	ial Security number:	
19. a)	Continued Employer Name and Mailing Address	b) Dates Worked c) Total Wages d) How were you paid? (e.g.,weekly, monthly, etc.)?
e) g)	Name:	f) How many hours did you work per week? ofit employer where you performed school-related work? □ Yes □ No
a)	Employer Name and Mailing Address	b) Dates Worked c) Total Wages d) How were you paid? (e.g.,weekly, monthly, etc.)?
e) g)	Name: Mailing Address:  Street: City: State: ZIP Code: P/T P/T P/T Is this employer a school employer or a public or nonproof by yes, provide phone number:	f) How many hours did you work per week? ofit employer where you performed school-related work? ☐ Yes ☐ No
20.	During the past 18 months did you work for any other employers not listed in question 19?	20  Yes  No  If yes, list the employer information for questions 19 a-g on a separate sheet of paper. Attach the additional sheet of paper to this application.
21.	If the EDD finds that you do not have sufficient wages in the Standard Base Period to establish a valid claim, do you want to attempt to establish a claim using the Alternate Base Period?  For additional information about the Standard Base	21 □Yes □No
	Period and the Alternate Base Period, visit the EDD website <b>www.edd.ca.gov</b> .	
22.	During the past 18 months, which employer did you work for the longest?  a) What type of business was operated by the	22. Employer name:  a) Type of business:
	employer? (Please be <b>specific</b> . For example, restaurant, dry cleaning, construction, book store.)	
	<ul><li>b) How long did you work for that employer?</li><li>c) What type of work did you do for that employer?</li></ul>	b) Years: Months: c)
23.	What is your usual occupation?	23
24.	Is your usual work seasonal?  If yes, answer questions a-c:  a) When does the season usually begin?  b) When does the season usually end?  c) What other work-related skills do you have?	24.



#### UNEMPLOYMENT INSURANCE APPLICATION

Please provide information about your **very last employer**. This is the employer you last worked for regardless of the length of time you worked at that job, the type of work you did for that employer, or whether or not you have been paid.

If you worked for a temporary agency, a labor contractor, an agent for actors or actresses, or an employer where wages are reported under a corporate name, your wages may have been reported under that employer name. If you worked for In-Home Supportive Services (IHSS), the welfare recipient for whom you provided the in-home supportive service is your employer, not the county. You may want to refer to your check stub(s) or W-2(s) to obtain the name of your employer.

**Reminder:** To file a claim, individuals must be out of work or working less than full time. You must provide information about the last employer you worked for as an employee. Do not include self-employment unless you have elective coverage.

		last employer you worked for as an emplo	yee.	Do	not include self-employment unless you have elective coverage.
25.		at is the last date you actually worked for your <b>very</b> temployer?	25.		(mm/dd/yyyy)
	a)	What are your gross wages for your last week of work? For Unemployment Insurance purposes, a week begins on Sunday and ends the following Saturday.		a)	\$
	b)	What is the complete name of your <b>very last employer</b> ?		b)	Name:
	c)	What is the mailing address of your very last employer?		c)	Mailing address:  Street:  City:  State: ZIP Code:
	d)	Is the physical address of your very last employer the same as their mailing address? (A physical address cannot be a P.O. Box. Please provide a street address.)		d)	☐ Yes ☐ No
		If no, what is the physical address of your very last employer?			Physical address: Street: City: State: ZIP Code:
	e)	What is the telephone number of your very last employer at their physical address?		e)	
	f)	What is the name of your immediate supervisor?		f)	
	g)	Briefly explain in your own words the reason you are no longer working for your <b>very last employer</b> , within the space provided. Please do not include any attachments.		g)	Reason:
26.	emp 18 r	you (directly or indirectly) out of work with any ployer (last employer or any employer in the last months) due to a trade dispute, such as a strike or ckout?	26.	ΠY	′es □ No
		es and a union was/is involved, answer stions a-b:		If ye	es and a union was not/is not involved, answer questions c-e:
	a) b)	What is the name and telephone number of the union?  Name: Phone:  — Are you going to receive strike benefits?  □ Yes □ No		c) d) e)	How many employees left work?  Was there a spokesperson for the employees?



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27.	7. Are you currently working for or do you expect to work for any school or educational institution or a public or nonprofit employer performing school-related work?			27. □ Yes □ No						
	If y	es, answer questions a-e:		If y	es, answer questions a-e:					
	a)	Provide the following information for the school or educational institution(s) or the public or nonprofit employer(s).		a)	Name:					
					Mailing Address:					
					Street:					
					City:					
					Phone:					
	b)	Are you a substitute teacher for Los Angeles Unified School District (LAUSD)?		b)	□ Yes □ No					
	c)	Are you currently in a recess period or off track?		c)	☐ Yes ☐ No					
	d)	Do you have reasonable assurance to return to work after the recess period or the off track period with any school or educational institution?		d)	☐ Yes ☐ No If yes, when? (mm/dd/yyyy)					
	e)	What is the beginning date of your next recess or the next off track period?		e)	(mm/dd/yyyy)					
28.		you expect to return to work for any former bloyer?	28.		Yes □ No					
29.	Do	you have a date to start work with any employer?	29.		Yes □ No					
	If y	es, answer question a:		If y	es, answer question a:					
	a)	What date will you start work?		a)	(mm/dd/yyyy)					
30.		you a member of a union or non-union trade ociation?	30.		Yes □ No					
	If y	es, answer questions a-f:		If y	es, answer questions a-f:					
	a)	What is the name of your union or non-union organization?		a)						
	b)	What is your union local number?		b)	(Enter zero "0" for non-union trade association.)					
	c)	What is the telephone number of your union or non-union trade association?		c)						
	d)	Does your union or non-union trade association find work for you?		d)	☐ Yes ☐ No					
	e)	Does your union or non-union trade association control your hiring?		e)	☐ Yes ☐ No					
	f)	Are you registered with your union or non-union trade association as out of work?		f)	□ Yes □ No					



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### **UNEMPLOYMENT INSURANCE APPLICATION**

Social Security number: \_\_\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

31.		you currently attending, or do you plan on ending school or training?	31. □ Yes □ No					
	If ye	es, answer question a-g:		If y	es, answer questions a-g:			
	a)	What is the starting date of the school or training?		a)	(mm/dd/yyyy)			
	b)	What is the ending date of the current session?		b)	(mm/dd/yyyy)			
	c)	What is the name of the school?		c)				
	d)	What is the telephone number of the school?		d)	Phone:			
	e)	What are the days and hours you are attending, or plan to attend, school?		e)	Days and hours:			
	f) NO	Is your school or training program authorized or funded by one of the programs listed in section f?  TE: If you are in a State Approved Apprenticeship training, you must mail your training completion certificate with your Continued Claim Form, DE 4581, for the week(s) of training.		f)	□ Yes □ No  If yes, check only one box.  □ Workforce Investment Act (WIA)  □ Employment Training Panel (ETP)  □ Trade Adjustment Assistance (TAA)  □ California Work Opportunity and Responsibility to Kids (CalWORKS)  □ State Approved Apprenticeship  □ Union or Non-union Journey Level  □ None of the above			
	g)	If you had a job, or were offered a job in your usual occupation, would the days and hours you attend school prevent you from working full time?		g)	☐ Yes ☐ No			
32.		you available for immediate full-time work in your al occupation?	32.	ΠY	∕es □No			
	a)	If no, please explain why you are not available for full-time work.		a)	Explanation:			
33.		you available for immediate part-time work in your al occupation?	33.	ΠY	∕es □ No			
	a)	If no, please explain why you are not available for part-time work.		a)	Explanation:			
34.	bec you	you currently self-employed, or do you plan to come self-employed? (Self-employment means have your own business or work as an ependent contractor.)	34.	□ Y	∕es □ No			
35.	an o	you now, or have you been in the last 18 months officer of a corporation or union or the sole or major ckholder of a corporation?	35.	□ Y	∕es □No			
	a)	, , ,			Name of Organization:			
		or position.			Title/Position:			
36.		you serve as an elected public official or vernor-exempt appointee in the last 18 months?	36.	ΠY	∕es □ No			



1101I08

Soc	ial S	Security number:	_								
37. Are you currently receiving a pension?				37. □Yes □No							
	If yes, answer question a:			If yes, answer question a:							
	a)	Are you currently receiving more than one pension	n?	a)	□Yes	□N	0				
		If yes, proceed to question 38. If no, answer questions b-f:					ed to question questions b-f				
	b)	What is the name of the pension provider?		b)							
	c)	Is the pension based on another person's work wages?	or	c)	□Yes	□N	0				
	d)	Is the pension a union pension or a pension funded by more than one employer?		d)	□Yes	□N	0				
	e)	What is the name of the employer(s) paying into the pension?		e)							
	f)	Did you work for that employer in the last 18 months?		f)	□Yes	□N	0				
38.		you receive any additional pension(s) in the nex months?	t	38. 🗆	Yes 🗆	No					
	If y	es, answer questions a-b:		If y	es, answ	er que	estions a-b:				
	a)	What is the name of the pension provider(s)?		a)							
	b)	When will you receive the pension(s)?		b)			(mm/d	d/yyyy)			
							(mm/d	d/yyyy)			
39.	Are Wo	you receiving, or do you expect to receive, rkers' Compensation?		39. 🗆	Yes 🗆	No					
	If y	es, answer questions a-d:		If y	es, answ	er que	estions a-d:				
	a)	Who is the insurance carrier?		a)							
	b)	What is the insurance carrier's telephone number	er?	b)	Phone:						
	c)	What is the case number, if known?		c)	-						
	d)	What are the dates of your claim, if known?		d)	From:			(mm/dd/yyyy)			
					To:			(mm/dd/yyyy)			
40.		ve you received or do you expect to receive, any ular salary? (Example: holiday pay, vacation pay,							□ Yes □ No		
		es, provide the information in sections A-D. If you date the lump-sum payment was made).	rece	ived se	verance p	ay as	a lump sum,	complete section	ons A-C (in section C, report		
		A.		В.			(	D.	D.		
					PAYMEN	IT		FROM	PAID TO		
		(Example: vacation pay)	(E	xample	: \$600)		(Date: mr	n/dd/yyyy)	(Date: mm/dd/yyyy)		



#### **UNEMPLOYMENT INSURANCE APPLICATION**

PLICATION

Social Security number:	<del>- — — —</del>
41. Are you a U. S. Citizen or National?	41. □Yes □No
If no, answer question a:	If no, answer question a:
a) Are you registered with the United States     Citizenship and Immigration Services (USCIS, formerly INS) and authorized to work in the United States?	a) □Yes □No
b) Were you legally entitled to work in the United States for the last 19 months?	b) □Yes □No
IMPORTANT: If you answered "yes" to question "a" above below and provide the applicable document	ve, you must select one of the USCIS documents listed in 41A through 41H it information.
41A. ☐ Permanent Resident Card (I-551)	41A. ☐ Permanent Resident Card (I-551)
1) Alien Registration Number (A#)	1) A#
	The Alien Registration Number must be 7 to 9 digits long. Enter numeric digits only.
2) Permanent Resident Card Number (CARD#)	2)
SPECIMEN TEST V  DOB USING 20 EXP - SEC21/07 CARDE SECUNDATION TO A 000000001 1 SEC000000001 AS 00000001 AS 000000001 AS 000000001 AS 000000001 AS 000000001 AS 000000001 AS 000000001 AS 0000000000	The CARD# must be 13 characters long. Enter 3 alphabetic characters followed by 10 numeric digits. If your current card was issued to you before December 1997, leave this blank.
3) Expiration Date (EXP)	3) (mm/dd/yyyy)
41B. □ Employment Authorization Card (I-766)  1) Alien Registration Number (A#)	41B. ☐ Employment Authorization Card (I-766)  1) A#  The Alien Registration Number must be 7 to 9 digits long. Enter numeric digits only.
2) Expiration Date	2) (mm/dd/yyyy)
41C. ☐ Refugee Travel Document (I-571)	41C. ☐ Refugee Travel Document (I-571)
1) Alien Registration Number (A#)	A#  The Alien Registration Number must be 7 to 9 digits long. Enter numeric digits only.
2) Expiration Date	2) (mm/dd/yyyy)



### **UNEMPLOYMENT INSURANCE APPLICATION**

41D. ☐ Arrival/Departure Record (I-94)	41D. □ Arrival/Departure Record (I-94)
1) Arrival/Departure Number	1)
	The Arrival/Departure Number must be 11 digits long. Enter numeric digits only.
2) Expiration Date	2) (mm/dd/yyyy)
41E. ☐ Re-entry Permit (I-327)	41E. □ Re-entry Permit (I-327)
1) Alien Registration Number (A#)	1) A#
	The Alien Registration Number must be 7 to 9 digits long. Enter numeric digits only.
2) Expiration Date	2) (mm/dd/yyyy)
41F. ☐ Unexpired Foreign Passport	41F. ☐ Unexpired Foreign Passport
1) Arrival/Departure Number	1)
	The Arrival/Departure Number must be 11 digits long. Enter numeric digits only.
2) Passport Number	2)
	The passport number must be 6 to 12 alphanumeric characters. It is usually found on the top right corner of the document.
3) Visa Number	3)
	The Visa Number must be 8 numeric digits.
4) Expiration Date	4) (mm/dd/yyyy)
41G. ☐ Arrival/Departure Record (I94) in Unexpired Foreign Passport	41G. □ Arrival/Departure Record (I94) in Unexpired Foreign Passport
1) Arrival/Departure Number	1)
	The Arrival/Departure Number must be 11 digits long. Enter numeric digits only.
2) Passport Number	2)
	The passport number must be 6 to 12 alphanumeric characters. It is usually found on the top right corner of the document.
3) Visa Number	3)
	The Visa Number must be 8 numeric digits.
4) Expiration Date	4) (mm/dd/yyyy)
41H. ☐ Other Document (not listed in Section A to G)	41H. ☐ Other Document (not listed in Section A to G)
1) Alien Registration Number (A#)	1) A#
	The Alien Registration Number must be 7 to 9 digits long. Enter numeric digits only.
2) Arrival/Departure Number	2)
	The Arrival/Departure Number must be 11 digits long. Enter numeric digits only.
3) Expiration Date	3) (mm/dd/yyyy)
4) Document Description	4) Document Description:



#### **UNEMPLOYMENT INSURANCE APPLICATION**

Social Security number: \_\_\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

#### SUPPLEMENTAL FORM FOR FEDERAL EMPLOYEES - ATTACHMENT B

Please complete the following:

1.	Did you work for the Federal Emergency Management Agency (FEMA) as a Disaster Assistance Employee (DAE)?	1.	□Yes □N	] No
2.	What is your state of residence?	2.		
3.	What is the complete name of the federal agency for your last official duty station?	3.	Name:	
	What is the complete address of the federal agency for your last official duty station?		City:	zss: :: ZIP Code:
4.	What is your employer's three-digit Federal Identification Code (FIC) located on your W-2, SF 8 or SF 50?	4.		
	a) What is the federal agency name and address on your W-2, SF 8 or SF 50?		Address Street: _ City:	::
5.	Have you had subsequent employment since your federal employment?	5.	□Yes □N	] No
	a) If yes, in what state was your subsequent employment?		a)	



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Social Security number: \_\_\_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_ \_

# SUPPLEMENTAL FORM FOR DISASTER UNEMPLOYMENT ASSISTANCE (DUA) – ATTACHMENT D

Please complete the following if you are unemployed or partially unemployed due to a disaster as you may be eligible for DUA benefits:

1.	disa	you unemployed as a direct result of a recent aster in California, such as an earthquake, flood, dslide, wildfire, etc.?	1.		∕es □No
	If ye	es:		If y	es, answer questions a-d:
	a)	Identify the type of disaster.		a)	
	b)	At the time of the disaster, in which county did you reside?		b)	
	c)	At the time of the disaster, in which county did you work?		c)	
	d)	At the time of the disaster, was your unemployment caused by your need to travel through a disaster area?		d)	☐ Yes ☐ No
		If yes:			
		Identify the disaster county or counties that prevent travel to your job.			
	e)	Check the following that best applies to you:		e)	An employee who is unable to work as a direct result of the disaster.
					2) An individual who was scheduled to start work for an employer, but could not because of the disaster.
					<ol> <li>A self-employed individual who is unable to work as a direct result of the disaster.</li> </ol>
					4) $\square$ An individual who intended to begin self-employment, but could not because of the disaster.
					5) An individual who became head of household as a result of the disaster.
	f)	If you selected item e1 or e3 above, how many hours did you work prior to the disaster?		f)	
	g)	If you selected e3 or e4 above briefly describe how the disaster affected your ability to continue or begin your self-employment.		g)	
	h)	What is the physical address of your business?		h)	Street: City: State: ZIP Code:

DO NOT MAIL OR FAX THIS PAGE			
SUBMITTING YOUR APPLICATION			
Be sure to review your application thoroughly for completeness. An incomplete application may delay or prevent the filing of your claim, or cause benefits to be denied.			
Submit your completed application including any applicable attachment(s) by mail or fax:			
By <b>MAIL</b> to the following address:		EDD PO Box 989738 West Sacramento, CA 95798-9738	
		NOTE: Extra postage is required.	
By <b>FAX</b> to the following telephone number:		1-866-215-9159	
Once you submit your application, allow 10 days for processing of your claim. You will receive Unemployment Insurance (UI) claim materials by mail. If you have not received any UI claim materials after 10 days from the date you submitted your application, call one of the following toll-free telephone numbers:			
English 1-800-300-5616	Spanish 1-800-326-8937		Mandarin 1-866-303-0706
TTY (Non Voice) 1-800-815-9387	Cantonese 1-800-547-3506		Vietnamese 1-800-547-2058
Date Submitted: by □ Mail or □ Fax			
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