

Employment Development Department
PO Box 2530
Rancho Cordova, CA 95741-2530



REQUEST FOR IDENTITY VERIFICATION

Name and Address of Claimant

SAMPLE CLIENT NAME
1234 SAMPLE ST.
ANY TOWN, CA 99999-9999

Mail Date:
SSN No.:
Effective Date:

EDD Toll Free Phone Number:
1-866-401-2849

Important: Notice for Initial Unemployment Insurance (UI) Eligibility or Continued Receipt of Benefits

You are receiving this notice because the Employment Development Department (EDD) needs to verify your identity for one of the following reasons:

- Identity verification is required as a first step in determining your initial eligibility for UI benefits.
- You have been receiving UI benefits, but the EDD has temporarily suspended your benefits until you verify your identity because your claim may be tied to fraudulent activity.

The EDD is unable to issue benefit payments, or lift the temporary suspension of your benefits, until you provide identity verification documents. The EDD must verify both your identity and that the nine-digit Social Security number (SSN) you provided on your claim is the same one issued to you by the Social Security Administration (SSA).

Failure to comply with this request for identity verification documents or request more time within 10 calendar days from the mail date of this notice may result in a denial of benefits. The enclosed *Acceptable Documents for Identity Verification* (DE 1326CD) provides detailed examples of the acceptable identity verification documents. Refer to page 2 of this notice for instructions on how to submit your documents.

You must continue to certify for each week that you wish to claim benefits while the identity verification issue is being resolved to prevent delays in processing your claim.

Please check the appropriate box below:

- I **did** file this claim with the above Effective Date. (*Sign and date this notice at the bottom and return it in the envelope provided with the requested identity verification documents listed on the back of this Notice.*)
- I **did not** file the claim with the above Effective Date. (*Sign and date this notice at the bottom and return it in the envelope provided. The EDD investigates all fraud reports.*)

I understand the law provides penalties if I make false statements or withhold facts to obtain benefits. I declare under penalty of perjury that the information I am providing and the documents I am submitting are true and correct, and belong to me.			
Print Your Name	Signature (Required)	Phone Number	Date

INSTRUCTIONS TO SUBMIT YOUR IDENTITY VERIFICATION DOCUMENTS

Refer to the enclosed *Acceptable Documents for Identity Verification* (DE 1326CD) for detailed examples of the acceptable identity verification documents.

You have two options to submit your verification documents:

- **UI OnlineSM** - Log in to your UI Online account and select Upload Documents on the homepage to provide your identity verification documents. This is the quickest and most secure method to provide documentation.
- **Mail** - If you cannot upload your documents, mail us a copy of the required documents. **Sign** page 1 of this notice and include it with your identity verification documents in the return envelope provided. Do not return any other EDD forms in the envelope.

Important: Include your complete Social Security number on ALL documents mailed.

Request Additional Time

You have the right to request more time to gather documents or obtain the advice of a representative. If you need more time, you **must contact the EDD** by phone or mail at the address/phone number on page 1 **within 10 calendar days** from the mail date of this notice. If the required documents are not received by the EDD at the end of the 10-day time frame, or additional time was not requested, then benefits will be denied.

Common Errors Associated with Identity Verification

- The **date of birth** you provided when you filed your claim is different than the one at the SSA and/or the Department of Motor Vehicles (DMV).
- The **name** you provided when you filed your claim is different than the one at the SSA or the DMV. You may have changed your name and not notified the SSA and/or the DMV.
- The **SSN** you provided when you filed your claim is incorrect. You may have forgotten the number, or transposed the number when you filed your UI claim or when you provided it to your employer.

The EDD does not update SSA or DMV information. If your **date of birth** or **name** used at the SSA or the DMV is incorrect based on your review of your SSA statement, driver license or photo identification card, contact SSA or DMV directly to make change(s). If the **SSN** on file with your employer(s) is incorrect based on your review of your pay records, make the correction(s) directly with your employer(s). Continue to submit any available documents to the EDD to resolve the identity verification issue within 10 calendar days from the date of this notice. Provide copies of updated documents to the EDD as soon as they are available.

Section 1253(a) of the California Unemployment Insurance Code (CUIC) states all claims for benefits must be filed in accordance with the EDD regulations. Section 1257(a) of the CUIC states that if an individual gives false information to the EDD in order to obtain benefits, the individual may be subject to a penalty. Title 22, California Code of Regulations, section 1326-2 (b)(2)(A) states the EDD may require a claimant to verify the SSN as being the one issued to him or her by the SSA if the information available to the EDD indicates that the SSN may belong to another person or is not a valid number.