

## Employer Notification to Delaware Employees of the Availability of Unemployment Compensation

Unemployment Insurance (UI) benefits are available to workers who are unemployed and meet the requirements of the state UI eligibility laws. You may file a UI claim in the first week that employment stops or work hours are reduced. For assistance or more information about filing a UI claim, visit <https://ui.delawareworks.com>. A paper application can be downloaded from our website <https://ui.delawareworks.com> or at DOL facilities in Wilmington, Newark, Dover, and Georgetown. Addresses can be found at <https://ui.delawareworks.com/office-locations.php>. Questions can be submitted via email at [uiclaims@delaware.gov](mailto:uiclaims@delaware.gov) or by calling 302-761-8846. Individuals requiring assistance may also call 302-761-8846.

The following information is needed to process your claim:

1. Your full legal name
2. Your Social Security Number
3. Your Driver's License or State ID number
4. Your authorization to work if you are not a US citizen or resident
5. Bank information (routing and account number) if you wish to receive your UI benefits via direct deposit. We also pay UI benefits via debit card.

To file a claim online, visit: <https://us.delawareworks.com>

If you have any questions about the status of your UI claim, you can email the UI Division at [uiclaims@delaware.gov](mailto:uiclaims@delaware.gov) or call the state UI agency at 1-800-794-3032.