

HELPFUL FACTS ABOUT UNEMPLOYMENT INSURANCE

WHEN TO FILE: File for Unemployment Benefits on/after your last day of actual work

HOW TO FILE: File ONLINE by going to www.coloradoui.gov



Click on “File A Claim” or for additional information and guidance you can access the links that are listed under this window, watch a video or download the handbook

- When you call **1-800-388-5515**, the automated phone system will ask you several questions. The system then determines if there are reasons you cannot file online based on your answers.
- If you qualify to file by phone, you will be connected to an agent who will assist.
- **If you do not qualify to file by phone, the system will hang up and you must file online.**

SPANISH LINE: Monday - Friday 8 am to 4 pm. 1-866-422-0402

DEAF AND HARD OF HEARING: Monday - Friday 8 am to 4 pm (TDD) 1-800-894-7730

UI HOTLINE: Workforce Center Offices – Wednesdays 9 am to Noon

UI CHATLINE: Workforce Center Offices- Monday - Friday 8 am to 4 pm

The following information is required to file:

- ✓ Social Security Number
- ✓ Your mailing address, including zip code and county
- ✓ Your last 18 months of employment including: employer name, mailing address of each employer, start/end dates of employment, rates of pay, and reason(s) for job separation(s)
- ✓ Amount and date of any other pay- vacation, severance, bonus etc.
- ✓ Your Colorado driver’s license if licensed in Colorado
- ✓ Register on www.connectingcolorado.com (even if you are Job Attached)

For your 2-week contact, make your payment request by using one of the following methods:

1. CUBLine Phone: 1-888-550-2800 (Automated system open 24/7)
2. www.coloradoui.gov – **MY UI CLAIMANT**- Register the first time after receiving your PIN or login with your user name and password to Request Payment

See backside for helpful tips on Unemployment Insurance claims