



## IMPORTANT NOTICE TO WORKERS OF

Internet Web Site:  
[www.ctdol.state.ct.us](http://www.ctdol.state.ct.us)

### Your employer is subject to **STATE UNEMPLOYMENT INSURANCE LAW**

Under this law, your employer must pay into the Connecticut Unemployment Insurance Fund, without any deductions from your wages for that purpose. The fund is used to pay benefits to unemployed workers who meet requirements of the law.

#### **IF YOU BECOME UNEMPLOYED and are able to work and want to work:**

- 1. Ask your employer for an Unemployment Notice/Separation Packet.**
- 2. As soon as possible, call the TeleBenefits Line of the Connecticut Department of Labor to file a claim for benefits. Do not wait if your Unemployment Notice/Separation Packet is delayed. You can file without it, and file before your eligibility for benefits is determined.**
- 3. As part of filing your claim for benefits through the TeleBenefits Line, you will be registered for employment-related services provided by the local Job Centers, the state employment agency that works without charge to match job seekers with employers.**
- 4. File claims for subsequent weeks of unemployment benefits according to instructions you receive when you call the TeleBenefits Line.**

If you work less than your normal workweek, you may be eligible for partial benefits. As soon as you know that your earnings are for less than full-time work, call the TeleBenefits Line and file a partial claim.

State Labor Commissioner  
Administrator, Unemployment Insurance Act

**PLEASE POST**

*Telephone numbers for the TeleBenefits Line are listed in the blue pages of the telephone book under Department of Labor, Unemployment Insurance. Addresses for local Job Centers are also in the blue pages under DEPARTMENT OF LABOR.*