

APPENDIX A TO RULE 30

**NOTICE TO EMPLOYEE**

**Unemployment Insurance (UI) benefits are available to workers who are unemployed and who meet the requirements of Arkansas UI eligibility laws. You may file a UI claim in the first week that employment stops, or work hours are reduced.**

**You will need to provide the Arkansas Division of Workforce Services with the following information for the Division to process your claim:**

- 1. Your Full legal name**
- 2. Your Social Security Number**
- 3. Your authorization to work (if you are not a US Citizen or resident)**

**To file a UI claim online, visit our Arkansas' online claims filing site at <https://www.ezarc.adws.arkansas.gov/> from 6 am through 6 pm Sunday through Saturday.**

**To file a UI claim by telephone, call 1-844-908-2178 or 501-534-6304 from 8 a.m to 3:30 p.m Monday through Friday.**

**To file a UI claim by paper, please visit your nearest Arkansas Workforce Center. To find the nearest Arkansas Workforce Center please visit [www.dws.arkansas.gov/contact](http://www.dws.arkansas.gov/contact).**

**For general assistance or more information about filing a UI claim, call 1-855-225-4440 or 501-682-2121. HOURS: Monday – Friday, 8am - 3:30pm**

**If you have questions about the status of your UI claim, you may call your local office or 1-855-225-4440.**