

# Avoiding Problems With Your UI Claim

## How to ensure timely and accurate Unemployment Insurance (UI) benefit payments



### Be honest

Intentionally withholding or providing misleading, inaccurate information on a claim for UI benefits is considered fraud, which is punishable by law. Be sure to double check all information you provide is correct, when filing a claim for UI benefits.



### Register as a jobseeker

You must register with Job Center of Wisconsin at [JobCenterofWisconsin.com/UI](http://JobCenterofWisconsin.com/UI) to be eligible to collect UI benefits. The services offered are designed to help you get back to work as soon as possible.



### Actively search for work

Unless your work search requirement has been waived, you must conduct at least 4 work search activities for each week that you file a claim for benefits. Be sure to keep a record of your work search activities, as you will need to report them on your weekly claim, and your claim may be selected for an audit at any time.



### DO NOT refuse suitable work

Refusing a suitable offer of work could result in a denial of your benefit payments.



### Report ALL earnings

You must report **ALL** your gross earnings (before tax and other deductions) for each week you work when filing for UI benefits, including part-time or temporary work, as well as other required reportable income.

See [dwd.wisconsin.gov/uiben/other-income.htm](http://dwd.wisconsin.gov/uiben/other-income.htm)



### Read the information provided

You are responsible for knowing and following Wisconsin's UI rules when filing for UI benefits. To prevent errors that may result in an overpayment, you must carefully read all the materials sent to you and respond to requests.

STATE OF WISCONSIN



Department of Workforce Development



Visit our website at [dwd.wisconsin.gov/uiben/faqs](http://dwd.wisconsin.gov/uiben/faqs) for other frequently asked questions and answers.