

Visit [www.esd.wa.gov](http://www.esd.wa.gov) to apply and click "Sign in or create an account"

**To apply for unemployment, you will need:**

- Your Social Security number.
- Names and addresses of everyone you worked for in the last 18 months.
- Dates you started and stopped working for each employer.
- Reasons you left each job.
- Your alien registration number if you are not a U.S. citizen.

If you were in the military within the last 18 months, we will also ask you to fax or mail us a copy of your discharge papers (Form DD214).

**You can apply online at [esd.wa.gov](http://esd.wa.gov):**

If you don't have a home computer, you can access one at a WorkSource center or your local library.

**If you can't apply online, try contacting us over the phone :**

Call 800-318-6022. Persons with hearing or speaking impairments can call Washington Relay Service 711. We are available to help you Wednesdays and Fridays from 8 a.m. to 4 p.m., except on state holidays. You may experience long wait times.

**You must look for work each week that you claim benefits:**

Visit WorkSource to find all the FREE resources you need to find a job. These include workshops, computers, copiers, phones, fax machines, Internet access, and newspapers. Log onto [WorkSourceWA.com](http://WorkSourceWA.com) to find the nearest office.

If your work hours have been reduced to part-time, you may qualify for partial unemployment benefits.

If you have been unemployed due to a work-related injury or non-work-related illness or injury and are now able to work again, you may be eligible for special unemployment benefits.

**Employment Security Department  
WASHINGTON STATE**

Employers are legally required to post this notice in a place convenient for employees to read (see RCW 50.20.140).

The Employment Security Department is an equal-opportunity employer and provider of programs and services. Auxiliary aids and services are available upon request to people with disabilities. Auxiliary aids may include qualified interpreters and telecommunication devices (TTY) for hearing- or speech-impaired individuals. Individuals with limited English proficiency may request free interpretive services to conduct business with the department.

[esd.wa.gov](http://esd.wa.gov)

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