



Notice of Disaster Unemployment Assistance

Dear Customer,

You recently received a Monetary Determination (Form UIA 1575) to inform you of your ineligibility for Unemployment Insurance benefits. This letter is to inform you that you may be qualified for Disaster Unemployment Assistance (DUA). The purpose of the DUA Program is to help individuals whose employment has been lost or interrupted as a direct result of a major disaster as declared by the President.

The enclosed booklet will help you understand the purpose of the DUA program, and the eligibility requirements, and who to call with questions about the program. Carefully read all documents in this booklet, sign and return all documents as required.

Documents included in this packet are:

- UIA 1222-*Notice to Register for Employment Services*
- UIA 1554-*Application for DUA Benefits*
- UIA 1785-*Bi-Weekly Paper Certification for Disaster Unemployment Assistance (DUA)*
- UIA 1873-*DUA (If Disaster Strikes... You Should Know About Disaster Unemployment Assistance)*

Important

U.S. Military Employment- If you were in the military service during the past 18 months, you may be able to use this service to qualify for benefits. Send a copy of your Form **DD 214-Member 4**, with your application. This form is issued by the military at the time of discharge. Failure to include this form will delay the processing of your claim.

Federal Employment- If you were employed by the federal government as a civilian, you should have received a **Standard Form 8 (SF-8)** and **Standard Form 50 (SF-50)** from your employer. If you have these forms, send a copy showing your Social Security Number with your application. Failure to include these forms will delay the processing of your claim. If you worked outside of Michigan, include the full address of your work location (and the payroll address if different from your work location).

To speed up the processing of your application, follow these instructions carefully:

- Read and complete all pages of the application (Form UIA 1554)
- Use black or blue ink and print clearly
- Before delivering to UIA, make sure all requested information is complete
- Provide all requested documentation
- Sign and date your application
- Be sure to include **your printed name and Social Security Number** on all documents

For information when to file and where to file for DUA, refer to Form UIA 1873, *Disaster Unemployment Assistance*.

Keep a copy of all documents for your records

If you have any questions contact the Inquiry Line at 1-866-500-0017, Monday – Friday, 8:00 a.m. to 4:30 p.m. If you need a Spanish-speaking representative, wait until you hear this option in Spanish. For all other languages, the customer service representative will connect you to a translator for assistance. If you are hearing impaired, TTY service is available at 1-866-366-0004.