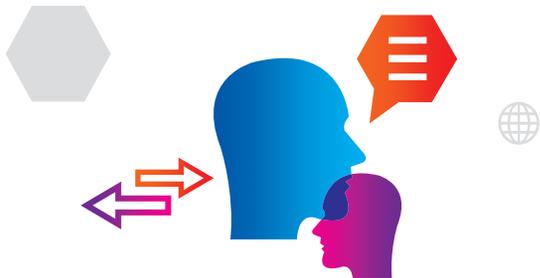




IRME Provides Options!

- Receive notification of a pending Wage Audit Notice via email
- Print and mail the paper Wage Audit Notice
- Respond to Wage Audit Notice electronically through IRME



Equal Opportunity Employer/Program • Under Titles VI and VII of the Civil Rights Act of 1964 (Title VI & VII), and the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and Title II of the Genetic Information Nondiscrimination Act (GINA) of 2008; the Department prohibits discrimination in admissions, programs, services, activities, or employment based on race, color, religion, sex, national origin, age, disability, genetics and retaliation. The Department must make a reasonable accommodation to allow a person with a disability to take part in a program, service or activity. For example, this means if necessary, the Department must provide sign language interpreters for people who are deaf, a wheelchair accessible location, or enlarged print materials. It also means that the Department will take any other reasonable action that allows you to take part in and understand a program or activity, including making reasonable changes to an activity. If you believe that you will not be able to understand or take part in a program or activity because of your disability, please let us know of your disability needs in advance if at all possible. To request this document in alternative format or for further information about this policy, contact the UI tax office; TTY/TDD Services: 7-1-1. • Free language assistance for DES services is available upon request. • Disponible en español en línea o en la oficina local.

UIT-1168APAMPD (6-15)

PO BOX 29225, Phoenix, AZ 85038-9225



Phone: 602-364-4300

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www.azuitax.com



AZ DES Unemployment Insurance

Internet Response Module for Employers





What is IRME?

The Arizona Internet Response Module for Employers (IRME) is an internet-based application which allows employers to respond to Unemployment Insurance Benefit Wage/Earnings Audit Notices (WANs) via the Internet. IRME uses a secure Agency web site that allows employers to report wages earned during a particular UI benefit week which then processes the wage data directly into the agency's Benefit Audit, Reporting and Tracking System (BARTS).



IRME Provides

ACCURACY

Electronically filed returns have fewer errors typically associated with paper forms

EFFICIENCY

Improve the timeliness of responses

SAVINGS

Reduce UI fraud, eliminate postage costs, and cut down on staff hours

CONVENIENCE

Choose to receive notification of a pending Wage/Earnings Audit electronically via email

SECURITY

Information is transmitted over secure lines to ensure confidentiality and your password is changed each quarter

PROOF OF FILING

Electronically create a copy of the completed Wage/Earnings Audit for your records

How to participate

To receive and/or respond to New Hire and Quarterly Wage/Earnings Audits via the Internet instead of regular U.S. Postal Service mail:

- Visit the UI Tax website: www.azuitax.com
- Under the "Online Services" section, click on the link entitled: "IRME - Respond to a UI Benefit Wage Audit Notice"



IRME Rules

You have the option of printing and mailing the paper Wage/Earnings Audit Notice or responding electronically through the IRME system. You have 10 days from the date of the email, or the date printed on the notice mailed to you, to respond to the requested information. Please review the form carefully and complete all entries as appropriate. The claim week begins on Sunday and ends on Saturday. If your payroll is different from the seven day calendar week requested on this form you may use the convenient Prorate Wages option in IRME to complete the requested information.

