



Unemployment Insurance Benefits How to Apply



How to Apply for Unemployment Insurance Benefits

Application Process

You can apply for Unemployment Insurance (UI) Benefits online at www.AZUI.com anytime between midnight on Sunday and 6:00 pm on Friday. If you don't have internet access, you can call 1-(877) 600-2722 to apply by phone.

You can also find paper applications on the [Apply for UI Benefits webpage](#).

It's important to apply as soon as possible after your last day of work.

www.AZUI.com has detailed information about the application process, what you'll need, frequently asked questions, and the requirements to receive benefits.

Information Needed to Apply for UI Benefits

When applying for unemployment benefits, you will need to provide your Social Security Number, mailing address, county of residence, and, if available, your Driver's License or state-issued ID number. You will also need to provide the following information about your employment history:

- Names, addresses, and phone numbers of all employers for the last 18 months, including the correct mailing address and telephone number for the most recent employer
- The last day worked before filing the claim
- Amount (before deductions) and date of any payment for severance, vacation, holiday, or unused sick pay
- The name and local number of your union hall, if applicable
- Alien Registration Number, if applicable
- Copy # 4 of DD Form 214 if released from the military in the last 18 months
- SF 8 or SF 50 if employed in Federal Civilian service in the last 18 months
- Start date and monthly benefit amount of any pension (other than Social Security)

It is important to have this information ready when filing the claim. As you go through the process, any eligibility issues will be identified. You will know your application is successfully submitted when you reach the end of the application, certify that the statements made are true, and receive a confirmation number.

More information about how to apply can be found in the following videos:

- [How To File An Unemployment Insurance Claim video](#)
- [How to Apply for Unemployment Benefits video](#)

After the Application

Within approximately one week of filing your initial claim, you will receive the following information from DES in the mail:

- [A Guide to Arizona Benefits](#) UIB-1240
- [Wage Statement](#) UB-107
- [Certificate of Understanding \(Eng/Span\)](#) UB-99Y

Please print, sign, and return the Certificate of Understanding to the address or fax number listed on the form. If we need more information to process your claim, we will mail you a questionnaire to complete and send back.

UI Benefits Payments

Arizona's Department of Economic Security (DES) is working hard to ensure that Arizonans get their benefits as quickly as possible. However, processing times may vary. Delays in processing may happen if there are issues with the claim, such as missing information.

You can choose to have your benefits directly deposited into your bank account. You can sign up for direct deposit at www.AZUI.com. Alternatively, you may receive an Electronic Payment Card (EPC) issued by Bank of America. If you have received unemployment benefits in the last 3 years or are currently receiving child support, you will not get a new EPC card. The EPC card will have a zero balance until your first benefit payment has been processed.

Maintaining Benefits and Other Information

If you're getting Unemployment Insurance benefits, you need to confirm your eligibility every week online at www.AZUI.com. The benefit week starts on Sunday and ends on Saturday.

When you apply, you're automatically signed up for Arizona's largest jobs database, Arizona Job Connection (www.AZJobConnection.gov). You can use the Arizona Job Connection website to create a digital resume, look for jobs, and get matched with employers.

Additional Information and Resources

Additional information about Arizona Unemployment Benefits can be found at www.AZUI.com or in the "[Guide to Arizona Benefits](#)" handbook that is available on DES' website and that applicants receive in the mail.

ARIZONA@WORK can provide you with no-cost employment readiness assistance to help you get back to work. Learn more about the services available at www.ARIZONAatWORK.com.