

Employer:

Date:

Arizona UI Tax Account Number:

A Notice to Employer (form UB-110) of an unemployment benefit claim filing has been sent to the SIDES E-Response for your review. You have 10 business days from the date of the Notice to respond. You may lose your right to be an interested party if your response is not on time.

To access the SIDES E-Response website, follow the instructions for logging into the website below.

**INSTRUCTIONS FOR LOGGING INTO E-RESPONSE WEBSITE:**

1. Use the following link to access the SIDES E-Response website: <http://uisides.org>
2. **Select the option for 'Separation Information'**  
This option will allow you to report all eligibility information, including sick or Vacation pay, or any other information you may have about the individual's status.
3. Enter the following **THREE credentials** to access your Notice to Employer:
  - a. **Federal Employer Identification Number (FEIN)**
  - b. **First seven (7) digits of your Arizona Unemployment Insurance (UI) Tax Account Number**
  - c. **Personal Identification Number (PIN) provided below:**

**PIN:**

**IF you need assistance with logging into the SIDES E-Response System please contact the EA Helpdesk at 602-542-2460.**