For additional information, write to the New York State Department of Labor, Liability and Determination Section, Herman S. Miller Office, Campus Ave., Albany, NY 12225.

Employers who utilize the ill-in version of this poster certify to the completeness and accuracy, of the legal name, address, and employer registration; and display:

To Employers: You must post this poster conspicuously in each workplace.

To file an application for unemployment insurance:

Call the Unemployment Claims Center at (688) 209-8124 (translation services are available) or go to our website at:

The record of employment form must have your employer's name, registration number, and address where payroll records are kept.

Unemployment insurance benefits. The record of employment form must have your employer's name, registration number, and address.

Get a "Record of Employment" form from your employer. Keep it for your records to use if you file for unemployment insurance benefits. If you are laid off, work less than four days a week, or resign:

To Employees of this firm: You are covered by the New York State Unemployment Insurance Law.

[Signature]

Employee Registration (ER) #: [Signature]

Address:

Employer Legal Name:

American Academy Macmillan Institute of Franchise

Division

Unemployment Insurance

Notice to Employees

WE ARE YOUR DOL

[Stamp]