

TOTAL UNEMPLOYMENT

You are considered totally unemployed during any week in which you are totally separated from your employment, performing no services for which wages or other remuneration were paid to you.

You must file your initial claim for total unemployment in person. Since a claim for unemployment compensation is effective the Sunday of the week in which it is filed, you should file your claim immediately after you are separated from your employment. You will be instructed on filing your continued claim. Your options for filing continued claims will include telephone or web filing.

PARTIAL UNEMPLOYMENT

You would be considered partially unemployed if you have been working full-time, but due to business being slow, a breakdown of equipment, or similar reasons, your employer has to reduce your hours during the week. You may be entitled to partial unemployment benefits during this week if you earned less than what your weekly unemployment benefit amount would be plus \$60. Under these conditions, your employer should issue a Low Earnings Report for the week, showing your gross wages. You must complete the claims portion of the Low Earnings Report and file it with the local unemployment office as directed on the form.

ELIGIBILITY REQUIREMENTS

To be monetarily eligible to receive unemployment benefits you must have earned \$2200 gross wages in covered employment during two or more calendar quarters of your regular base period (first four of the last five completed calendar quarters) or alternative base period (the last four quarters immediately preceding the first day of the individual's benefit year).

ELIGIBILITY REQUIREMENTS - OTHER

If you are unemployed, you shall be eligible to receive benefits only if:

- You have made a claim for benefits at a local unemployment office.
- You have registered for work with the Job Service Office and continue to report as directed.
- You are able to work and available for full-time work for which you are fitted by prior training or experience.
- You are doing what a reasonable prudent person in your situation would do to find work.
- You have filed for and served a waiting period of

Workforce West Virginia Notice To Employees – **Unemployment Benefits**

- 8. If you are an employee of an educational institution or educational service agency, for any week of unemployment which commences during: a paid sabbatical leave; a holiday or vacation period between two academic years or terms, if you perform services in the first academic year or term or prior to the beginning of a holiday or vacation period and there is a contract or a reasonable assurance that you will perform services in the second academic year or term or after a holiday or vacation period. (EXCEPTION: If you have sufficient nonschool wages in your base period to qualify for benefits based upon the non-school wages only, you may be entitled to benefits during this period.)
- 9. For any week on the basis of services performed as an alien, unless you are lawfully residing in the United States and have a valid permit to work.
- 10. If you leave work voluntarily to attend school or other educational institution, or are waiting to enter school or an educational institution.
- 11. For each week in which you are unemployed because of your request or that of your dulyauthorized agent for a vacation at a specified time that leaves your employer no other alternative but to suspend operations.
- 12. For the week in which you receive any annuity, pension, or other retirement pay from a base period employer, or from a fund towards which a base period employer has contributed. If your remuneration is less than the unemployment benefits otherwise due you, your unemployment benefits will be reduced by the amount of your annuity, pension, etc.
- 13. For each week in which and for 52 weeks thereafter, if the commissioner finds that you, within the preceding 24 months, knowingly made a false statement or failed to reveal a material fact in order to obtain or increase or attempt to obtain or increase a benefit; and you shall be considered guilty of a misdemeanor and may be subject to severe penalties.

Neither the full effect nor the duration of a disqualification is given here in detail.

SOCIAL SECURITY NUMBER

Bring your Social Security Card with you when you report to the local office. Your Social Security Number will only be printed on the most pertinent documents.

VOLUNTARY INCOME TAX WITHHOLDING PROGRAM

- one week during your benefit year.
- You have earned gross wages of less than your weekly benefit amount plus \$60 during the week for which you claim benefits.
- You requalify on a new claim when you had a previous benefit year (must have earned eight times your old weekly benefit amount in covered employment after the beginning of your previous claim).
- You must participate in profiling and reemployment services when selected.

DISQUALIFICATIONS

You may be disqualified from drawing benefits:

- If you leave work voluntarily without good cause 1. involving fault on the part of your employer.
- If you are discharged for misconduct. 2.
- If you fail without good cause to apply for 3. available suitable work, to accept suitable work when offered, or to return to your customary self-employment when directed to do so.
- 4. If you are unemployed due to a labor dispute.
- For the week for which you receive wages in 5. lieu of notice or Workers' Compensation for temporary total disability.
- For the week for which you receive 6. unemployment compensation under the laws of another state or of the United States.
- 7. For any week you are training, participating, or preparing to participate in sports or athletic events if there is reasonable assurance you will perform such services in the current or upcoming seasons.

Unemployment compensation benefits are subject to Federal income tax and there are requirements relating to estimated tax payments. You may choose to have Federal income tax deducted and withheld from any unemployment benefits paid to you.

CLAIMS OFFICES

These **FULL-TIME CLAIMS OFFICES** are operated Monday through Friday each week:

BECKLEY	MERCER COUNTY
CHARLESTON	MORGANTOWN
CLARKSBURG	PARKERSBURG
ELKINS	SOUTH BRANCH
FAIRMONT	SUMMERSVILLE
HUNTINGTON	WEIRTON
LOGAN	WELCH
MARTINSBURG	WHEELING

*The days and hours for these **ITINERANT POINTS** vary. For exact schedule, inquire at any claims office.

CLAY	PT. PLEASANT
GREENBRIER VALLEY	SPENCER
KINGWOOD	WEBSTER SPRINGS
MARLINTON	WESTON
MONTGOMERY	WILLIAMSON
NEW MARTINSVILLE	

*ITINERANT POINTS are subject to change.

Unemployment Compensation Benefit Rate Table

		Unemployment Compensation Benefit Rate Table					
Wage	Wages in Base	Weekly Benefit	Maximum Benefit	Wage	Wages in Base	Weekly Benefit	Maximum Benefit
Class	Period	Rate	Rate	Class	Period	Rate	Rate
1	Under \$2,200 \$2,200.00 - 2,349.99	ineligible 24.00	624.00	128 129	21,250.00 - 21,399.99 21,400.00 - 21,549.99	225.00 227.00	5,850.00 5,902.00
2	2,350.00 - 2,499.99	25.00	650.00	130	21,550.00 - 21,699.99	227.00	5,928.00
3	2,500.00 - 2,649.99	27.00	702.00	131	21,700.00 - 21,849.99	230.00	5,980.00
4 5	2,650.00 - 2,799.99 2,800.00 - 2,949.99	28.00 30.00	728.00 780.00	132 133	21,850.00 - 21,999.99 22,000.00 - 22,149.99	231.00 233.00	6,006.00 6,058.00
6	2,950.00 - 3,099.99	31.00	806.00	134	22,150.00 - 22,299.99	235.00	6,110.00
7	3,100.00 - 3,249.99	33.00	858.00	135	22,300.00 - 22,449.99	236.00	6,136.00
8 9	3,250.00 - 3,399.99 3,400.00 - 3,549.99	35.00 36.00	910.00 936.00	136 137	22,450.00 - 22,599.99 22,600.00 - 22,749.99	238.00 239.00	6,188.00 6,214.00
10	3,550.00 - 3,699.99	38.00	988.00	138	22,750.00 - 22,899.99	241.00	6,266.00
11	3,700.00 - 3,849.99	39.00	1,014.00	139	22,900.00 - 23,049.99	243.00	6,318.00
12 13	3,850.00 - 3,999.99 4,000.00 - 4,149.99	41.00 43.00	1,066.00 1,118.00	140 141	23,050.00 - 23,199.99 23,200.00 - 23,349.99	244.00 246.00	6,344.00 6,396.00
14	4,150.00 - 4,299.99	44.00	1,144.00	142	23,350.00 - 23,499.99	247.00	6,422.00
15 16	4,300.00 - 4,449.99 4,450.00 - 4,599.99	46.00 47.00	1,196.00 1,222.00	143 144	23,500.00 - 23,649.99 23,650.00 - 23,799.99	249.00 250.00	6,474.00 6,500.00
17	4,600.00 - 4,749.99	49.00	1,274.00	144	23,800.00 - 23,949.99	252.00	6,552.00
18	4,750.00 - 4,899.99	51.00	1,326.00	146	23,950.00 - 24,099.99	254.00	6,604.00
19 20	4,900.00 - 5,049.99 5,050.00 - 5,199.99	52.00 54.00	1,352.00 1,404.00	147 148	24,100.00 - 24,249.99 24,250.00 - 24,399.99	255.00 257.00	6,630.00 6,682.00
21	5,200.00 - 5,349.99	55.00	1,430.00	149	24,400.00 - 24,549.99	258.00	6,708.00
22 23	5,350.00 - 5,499.99 5,500.00 - 5,649.99	57.00 58.00	1,482.00 1,508.00	150 151	24,550.00 - 24,699.99 24,700.00 - 24,849.99	260.00 262.00	6,760.00 6,812.00
24	5,650.00 - 5,799.99	60.00	1,560.00	152	24,850.00 - 24,999.99	263.00	6,838.00
25	5,800.00 - 5,949.99	62.00	1,612.00	153	25,000.00 - 25,149.99	265.00	6,890.00
26 27	5,950.00 - 6,099.99 6,100.00 - 6,249.99	63.00 65.00	1,638.00 1,690.00	154 155	25,150.00 - 25,299.99 25,300.00 - 25,449.99	266.00 268.00	6,916.00 6,968.00
28	6,250.00 - 6,399.99	66.00	1,716.00	156	25,450.00 - 25,599.99	269.00	6,994.00
29 20	6,400.00 - 6,549.99	68.00	1,768.00	157	25,600.00 - 25,749.99	271.00	7,046.00
30 31	6,550.00 - 6,699.99 6,700.00 - 6,849.99	70.00 71.00	1,820.00 1,846.00	158 159	25,750.00 - 25,899.99 25,900.00 - 26,049.99	273.00 274.00	7,098.00 7,124.00
32	6,850.00 - 6,999.99	73.00	1,898.00	160	26,050.00 - 26,199.99	276.00	7,176.00
33 34	7,000.00 - 7,149.99 7,150.00 - 7,299.99	74.00 76.00	1,924.00	161 162	26,200.00 - 26,349.99	277.00	7,202.00
34 35	7,150.00 - 7,299.99 7,300.00 - 7,449.99	76.00 78.00	1,976.00 2,028.00	162 163	26,350.00 - 26,499.99 26,500.00 - 26,649.99	279.00 281.00	7,254.00 7,306.00
36	7,450.00 - 7,599.99	79.00	2,054.00	164	26,650.00 - 26,799.99	282.00	7,332.00
37 38	7,600.00 - 7,749.99 7,750.00 - 7,899.99	81.00 82.00	2,106.00 2,132.00	165 166	26,800.00 - 26,949.99 26,950.00 - 27,099.99	284.00 285.00	7,384.00 7,410.00
39	7,900.00 - 8,049.99	84.00	2,184.00	167	27,100.00 - 27,249.99	285.00	7,462.00
40 41	8,050.00 - 8,199.99 8 200 00 - 8 349 99	85.00	2,210.00	168	27,250.00 - 27,399.99	289.00	7,514.00
41 42	8,200.00 - 8,349.99 8,350.00 - 8,499.99	87.00 89.00	2,262.00 2,314.00	169 170	27,400.00 - 27,549.99 27,550.00 - 27,699.99	290.00 292.00	7,540.00 7,592.00
43	8,500.00 - 8,649.99	90.00	2,340.00	171	27,700.00 - 27,849.99	293.00	7,618.00
44 45	8,650.00 - 8,799.99 8 800 00 - 8 949 99	92.00	2,392.00	172	27,850.00 - 27,999.99	295.00	7,670.00
45 46	8,800.00 - 8,949.99 8,950.00 - 9,099.99	93.00 95.00	2,418.00 2,470.00	173 174	28,000.00 - 28,149.99 28,150.00 - 28,299.99	296.00 298.00	7,696.00 7,748.00
47	9,100.00 - 9,249.99	97.00	2,522.00	175	28,300.00 - 28,449.99	300.00	7,800.00
48 49	9,250.00 - 9,399.99 9,400.00 - 9,549.99	98.00 100.00	2,548.00 2,600.00	176 177	28,450.00 - 28,599.99 28,600.00 - 28,749.99	301.00 303.00	7,826.00 7,878.00
50	9,550.00 - 9,699.99	101.00	2,626.00	178	28,750.00 - 28,899.99	304.00	7,904.00
51	9,700.00 - 9,849.99	103.00	2,678.00	179	28,900.00 - 29,049.99	306.00	7,956.00
52 53	9,850.00 - 9,999.99 10,000.00 - 10,149.99	104.00 106.00	2,704.00 2,756.00	180 181	29,050.00 - 29,199.99 29,200.00 - 29,349.99	308.00 309.00	8,008.00 8,034.00
54	10,150.00 - 10,299.99	108.00	2,808.00	182	29,350.00 - 29,499.99	311.00	8,086.00
55 56	10,300.00 - 10,449.99 10,450.00 - 10,599.99		2,834.00 2,886.00	183 184	29,500.00 - 29,649.99 29,650.00 - 29,799.99	312.00 314.00	8,112.00 8,164.00
57	10,600.00 - 10,749.99		2,912.00	185	29,800.00 - 29,949.99	314.00	8,190.00
58	10,750.00 -10,899.99		2,964.00	186	29,950.00 - 30,099.99	317.00	8,242.00
59 60	10,900.00 -11,049.99 11,050.00 - 11,199.99		3,016.00 3,042.00	187 188	30,100.00 - 30,249.99 30,250.00 - 30,399.99	319.00 320.00	8,294.00 8,320.00
61	11,200.00 - 11,349.99		3,094.00	189	30,400.00 - 30,549.99	322.00	8,372.00
62	11,350.00 - 11,499.99		3,120.00	190	30,550.00 - 30,699.99	323.00	8,398.00
63 64	11,500.00 - 11,649.99 11,650.00 - 11,799.99		3,172.00 3,224.00	191 192	30,700.00 - 30,849.99 30,850.00 - 30,999.99	325.00 327.00	8,450.00 8,502.00
65	11,800.00 - 11,949.99	125.00	3,250.00	193	31,000.00 - 31,149.99	328.00	8,528.00
66 67	11,950.00 - 12,099.99 12,100.00 - 12,249.99		3,302.00 3,328.00	194 195	31,150.00 - 31,299.99 31,300.00 - 31,449.99	330.00 331.00	8,580.00 8,606.00
68	12,250.00 - 12,399.99		3,380.00	196	31,450.00 - 31,599.99	333.00	8,658.00
69	12,400.00 - 12,549.99		3,406.00	197	31,600.00 - 31,749.99	335.00	8,710.00
70 71	12,550.00 - 12,699.99 12,700.00 - 12,849.99		3,458.00 3,510.00	198 199	31,750.00 - 31,899.99 31,900.00 - 32,049.99	336.00 338.00	8,736.00 8,788.00
72	12,850.00 - 12,999.99	136.00	3,536.00	200	32,050.00 - 32,199.99	339.00	8,814.00
73 74	13,000.00 - 13,149.99 13,150.00 - 13,299.99		3,588.00 3,614.00	201 202	32,200.00 - 32,349.99 32,350.00 - 32,499.99	341.00 342.00	8,866.00 8,892.00
75	13,300.00 - 13,449.99		3,666.00	202	32,500.00 - 32,649.99	344.00	8,944.00
76	13,450.00 - 13,599.99		3,718.00	204	32,650.00 - 32,799.99	346.00	8,996.00
77 78	13,600.00 - 13,749.99 13,750.00 - 13,899.99		3,744.00 3,796.00	205 206	32,800.00 - 32,949.99 32,950.00 - 33,099.99	347.00 349.00	9,022.00 9,074.00
79	13,900.00 - 14,049.99		3,822.00	207	33,100.00 - 33,249.99	350.00	9,100.00
80 81	14,050.00 - 14,199.99 14,200.00 - 14,349.99		3,874.00 3,900.00	208 209	33,250.00 - 33,399.99 33,400.00 - 33,549.99	352.00 354.00	9,152.00 9,204.00
82	14,350.00 - 14,499.99		3,952.00	209	33,550.00 - 33,699.99	355.00	9,230.00
83	14,500.00 - 14,649.99		4,004.00	211	33,700.00 - 33,849.99	357.00	9,282.00
84 85	14,650.00 - 14,799.99 14,800.00 - 14,949.99		4,030.00 4,082.00	212 213	33,850.00 - 33,999.99 34,000.00 - 34,149.99	358.00 360.00	9,308.00 9,360.00
86	14,950.00 - 15,099.99	158.00	4,108.00	214	34,150.00 - 34,299.99	361.00	9,386.00
87 88	15,100.00 - 15,249.99 15,250.00 - 15,399.99		4,160.00 4,212.00	215 216	34,300.00 - 34,449.99 34,450.00 - 34,599.99	363.00 365.00	9,438.00 9,490.00
88 89	15,400.00 - 15,549.99		4,212.00 4,238.00	216	34,450.00 - 34,599.99 34,600.00 - 34,749.99	365.00 366.00	9,490.00 9,516.00
90 01	15,550.00 - 15,699.99		4,290.00	218	34,750.00 - 34,899.99	368.00	9,568.00
91 92	15,700.00 - 15,849.99 15,850.00 - 15,999.99		4,316.00 4,368.00	219 220	34,900.00 - 35,049.99 35,050.00 - 35,199.99	369.00 371.00	9,594.00 9,646.00
93	16,000.00 - 16,149.99	170.00	4,420.00	221	35,200.00 - 35,349.99	373.00	9,698.00
94 95	16,150.00 - 16,299.99 16,300.00 - 16,449.99		4,446.00 4,498.00	222 223	35,350.00 - 35,499.99 35,500.00 - 35,649.99	374.00 376.00	9,724.00 9,776.00
95 96	16,450.00 - 16,449.99 16,450.00 - 16,599.99		4,498.00 4,524.00	223 224	35,500.00 - 35,649.99 35,650.00 - 35,799.99	376.00 377.00	9,776.00 9,802.00
97	16,600.00 - 16,749.99	176.00	4,576.00	225	35,800.00 - 35,949.99	379.00	9,854.00
98 99	16,750.00 - 16,899.99 16,900.00 - 17,049.99		4,602.00 4,654.00	226 227	35,950.00 - 36,099.99 36,100.00 - 36,249.99	381.00 382.00	9,906.00 9,932.00
100	17,050.00 - 17,199.99	181.00	4,706.00	228	36,250.00 - 36,399.99	384.00	9,984.00
101 102	17,200.00 - 17,349.99 17,350.00 - 17,499.99		4,732.00 4 784 00	229 230	36,400.00 - 36,549.99 36,550.00 - 36,699.99	385.00 387.00	10,010.00
102 103	17,350.00 - 17,499.99 17,500.00 - 17,649.99		4,784.00 4,810.00	230 231	36,550.00 - 36,699.99 36,700.00 - 36,849.99	387.00 388.00	10,062.00 10,088.00
104	17,650.00 - 17,799.99	187.00	4,862.00	232	36,850.00 - 36,999.99	390.00	10,140,00
105 106	17,800.00 - 17,949.99 17,950.00 - 18,099.99		4,914.00 4,940.00	233 234	37,000.00 - 37,149.99 37,150.00 - 37,299.99	392.00 393.00	10,192.00 10,218.00
107	18,100.00 - 18,249.99	192.00	4,992.00	235	37,300.00 - 37,449.99	395.00	10,270.00
108 109	18,250.00 - 18,399.99 18,400.00 - 18,549.99		5,018.00 5,070.00	236 237	37,450.00 - 37,599.99 37,600.00 - 37,749.99	396.00 398.00	10,296.00 10,348.00
109 110	18,400.00 - 18,549.99 18,550.00 - 18,699.99		5,070.00 5,096.00	237 238	37,600.00 - 37,749.99 37,750.00 - 37,899.99	398.00 400.00	10,348.00
111	18,700.00 - 18,849.99		5,148.00	239	37,900.00 - 38,049.99	401.00	10,426.00
112 113	18,850.00 - 18,999.99 19,000.00 - 19,149.99		5,200.00 5,226.00	240 241	38,050.00 - 38,199.99 38,200.00 - 38,349.99	403.00 404.00	10,478.00 10,504.00
114	19,150.00 - 19,299.99	203.00	5,278.00	242	38,350.00 - 38,499.99	406.00	10,556.00
115 116	19,300.00 - 19,449.99		5,304.00 5,356.00	243	38,500.00 - 38,649.99	408.00	10,608.00
116 117	19,450.00 - 19,599.99 19,600.00 - 19,749.99		5,356.00 5,408.00	244 245	38,650.00 - 38,799.99 38,800.00 - 38,949.99	409.00 411.00	10,634.00 10,686.00
118	19,750.00 - 19,899.99	209.00	5,434.00	246	38,950.00 - 39,099.99	412.00	10,712.00
119 120	19,900.00 - 20,049.99 20,050.00 - 20,199.99		5,486.00 5,512.00	247	39,100.00 - 39,249.99	414.00	10,764.00
120	20,050.00 - 20,199.99 20,200.00 - 20,349.99		5,512.00 5,564.00	248 249	39,250.00 - 39,399.99 39,400.00 - 39,549.99	415.00 417.00	10,790.00 10,842.00
121			5,616.00	250	39,550.00 - 39,699.99	419.00	10,894.00
122	20,350.00 - 20,499.99						
122 123	20,500.00 - 20,649.99	217.00	5,642.00 5.694.00	251 252	39,700.00 - 39,849.99 39 850 00 - 39 999 99	420.00 422.00	10,920.00 10 972 00
122		217.00 219.00	5,642.00 5,694.00 5,720.00	251 252 253	39,700.00 - 39,849.99 39,850.00 - 39,999.99 40,000.00 - 40,149.99	420.00 422.00 423.00	10,920.00 10,972.00 10,998.00

WVUC-B-59

REV. 07/01/2013

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