

# UNEMPLOYMENT INSURANCE FOR EMPLOYEES

Your job with this employer is covered by Georgia Employment Security Laws. You may be able to establish a claim for Unemployment Insurance if you become TOTALLY or PARTIALLY unemployed through no fault of your own and comply with all eligibility requirements.

**IMPORTANT:** You may file a claim for Unemployment Insurance benefits via the internet at [dol.georgia.gov](http://dol.georgia.gov). You may also file a claim in person at any Georgia Department of Labor (GDOL) career center listed below.

Georgia Employment Security Laws state for each week you request unemployment benefits, you must:

- Be UNEMPLOYED, ABLE to work, AVAILABLE for work, ACTIVELY SEEKING WORK, and be willing to accept suitable work immediately.
- Register for employment services at [worksourcegaportal.com](http://worksourcegaportal.com).
- Report weekly work search contacts, all gross earnings each week, and any job refusal.

## NOTICE

Employers cannot deduct any money from employees' paychecks to pay unemployment insurance tax. The funding for unemployment insurance benefits comes from taxes paid by employers.

### OFFICES WHERE UNEMPLOYMENT INSURANCE CLAIMS MAY BE FILED

ATLANTA  
ALBANY  
AMERICUS  
ATHENS  
AUGUSTA  
BLUE RIDGE  
BRUNSWICK  
CARROLLTON  
CARTERSVILLE

CLAYTON COUNTY  
COBB/CHEROKEE  
COLUMBUS  
COVINGTON  
DALTON  
DEKALB  
DOUGLAS  
DUBLIN  
GAINESVILLE

GRIFFIN  
GWINNETT COUNTY  
HOUSTON COUNTY  
LAGRANGE  
MACON  
MILLEDGEVILLE  
MOULTRIE  
ROME  
SAVANNAH

STATESBORO  
THOMASVILLE  
TIFTON  
TOCCOA  
VALDOSTA  
VIDALIA  
WAYCROSS



**GEORGIA DEPARTMENT  
OF LABOR**