

**STATE OF CONNECTICUT – DEPARTMENT OF LABOR**

UC-21A (Rev. 2/2024)

IMPORTANTE: TENGA ESTO TRADUCIDO INMEDIATAMENTE

**SECTION E – UNEMPLOYMENT NOTICE**

**INSTRUCTIONS TO EMPLOYER:**

It is your responsibility to give this entire packet to the separating employee at the time of separation, regardless of the reason for separation (see Section L below). If it is not possible to give this packet to the employee at the time of separation, then mail the packet to the employee’s last known address.

**INSTRUCTIONS TO EMPLOYEE:**

Go to [www.FileCTUI.com](http://www.FileCTUI.com), click on the link “Start a New Claim.”

**DO NOT SEND A COPY TO THE DEPARTMENT OF LABOR**

**PLEASE BE SURE THAT ALL THE INFORMATION ENTERED BELOW IS CORRECT. IT IS EXTREMELY IMPORTANT TO PROVIDE THE EMPLOYER ACCOUNT NUMBER (BOX A).**

<b>A. EMPLOYER ACCOUNT NUMBER</b>	0	4	-	5	1	2	9	1	-	0
<b>B. EMPLOYER NAME</b>	Columbia University									
<b>C. EMPLOYER ADDRESS</b>	P.O. Box 1180, Londonberry, NH 03050									

<b>D. EMPLOYEE NAME</b>										
<b>E. SOCIAL SECURITY NUMBER</b>			-			-				
<b>F. NCCI CODE (for use only if this employee was employed in a CONSTRUCTION TRADE)</b>										
<b>G. START DATE</b>	/	/	<b>H. LAST DAY WORKED</b>	/	/		<b>I. RETURN TO WORK DATE (if definite)</b>	/	/	

<b>J. YEAR TO DATE EARNINGS</b>	\$ _____	<b>K. WAGES FOR THE LAST WEEK OF WORK IF LESS THAN A FULL WEEK (Sunday – Saturday)</b>	\$ _____
<b>L. REASON FOR UNEMPLOYMENT</b>	<input type="checkbox"/> Lack of Work	<input type="checkbox"/> Voluntary Leaving	<input type="checkbox"/> Discharge/Suspension
	<input type="checkbox"/> Other	<input type="checkbox"/> Leave of Absence	
<b>M. DID OR WILL THIS EMPLOYEE RECEIVE DISMISSAL PAY (i.e., TYPE: 1. SEVERANCE, 2. VACATION, 3. HOLIDAY, 4. OTHER) AFTER LAST DAY OF WORK?</b>			<input type="checkbox"/> YES <input type="checkbox"/> NO
<b>If yes, what type?</b>	<b>No. of hours/days covered</b>	<b>Amount</b>	<b>Dates Covered</b>
<b>EMPLOYER SIGNATURE</b>		<b>TITLE</b>	<b>DATE</b>
<b>TELEPHONE NUMBER</b>		<b>FAX NUMBER</b>	