



ATTENTION EMPLOYERS

Stop waiting for the FORMS!

Submit Unemployment Responses Online

The Alabama Department of Labor offers email notification whenever a **BEN 241 - Notice of Claim and Request for Separation Information** is mailed. Employers may still receive a paper copy by mail but there's no need to wait before viewing the request and/or submitting a response online using SIDES E-Response at **UISIDES.ORG**. To begin receiving an email notification whenever a request for separation information has been mailed, please send an email to Ben241@labor.alabama.gov including:

- ⇒ The name, address, and telephone number of your organization
- ⇒ Your organization's Federal Employer Identification Number or UC Employer Account Number
- ⇒ The email address to which you would like the notification sent

The authorization/access code, provided on the paper form and in the email notification, permits the employer or third party administrator to log on to SIDES and enter the requested information.

EMPLOYERS RESPONDING VIA SIDES E-RESPONSE DO NOT NEED TO RESPOND ON PAPER.



WHAT IS SIDES?

The **State Information Data Exchange System** is an electronic tool to help employers respond to state unemployment insurance (UI) requests **quickly, easily, and accurately.**

*"The real beauty of it is the requests come via email... if I don't have all the information, I can save it, I can stop, I can pause, I can check my records the next day, and I can complete the claim without having to start all over again... **The online form is a breeze to complete.** It's far easier than the manual system ever was.*

*Paper reporting of claims is inefficient; **using the online system is efficient, it saves time, it saves money.**"*

Director of HR, CFO Systems

THE BENEFITS

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|---------------------------------|-----------------|
| ▲ Available for FREE | ▼ Postage Costs |
| ▲ Electronic Exchange | ▼ Paper Work |
| ▲ National Standard Data Format | ▼ Phone Calls |
| ▲ Quality of Information | ▼ UI Tax Rate |
| ▲ Timely Responses | ▼ Overpayments |
| ▲ Staff Productivity | ▼ Staff Time |
| ▲ Confirmation of Receipt | ▼ UI Appeals |

BOTTOM LINE

<http://info.uisides.org>

