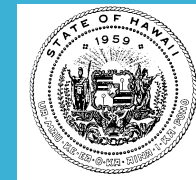


Instructions for Filing Claim Certification

State of Hawaii
Department of Labor and Industrial Relations
Unemployment Insurance Division



➤ File a Claim Certification

Part 1:

Create a UI
Account

Go to:

<http://huiclaims.hawaii.gov>



Part 2:

Sign into your UI Account

CLAIMANT LOGIN - USERNAME

Username

Sign in

[Forgot username?](#)

[Cancel](#)

CLAIMANT REGISTRATION

Create your personal account. Before filing online for unemployment benefits or payment history, you must have an account. To create an account, click below.

Create Account

When to file

File online during these times only:

Monday through Friday
6:30 a.m. to 11:00 p.m. HST

Weekends and Holidays
9:00 a.m. to 11:00 p.m. HST

Reactivate or Update Employment:

Monday through Friday
6:30 a.m. to 5:30 p.m. HST

Weekends and Holidays
Unavailable

Appeals:

Monday through Friday
6:30 a.m. to 5:30 p.m. HST

Weekends and Holidays
9:00 a.m. to 5:30 p.m. HST

Announcements

HIGH VOLUME

We are experiencing a high volume of users, attempting to file claims, therefore your response time may be delayed, you may receive error messages and or dropped connections. We apologize for any inconvenience and encourage you to try again later.

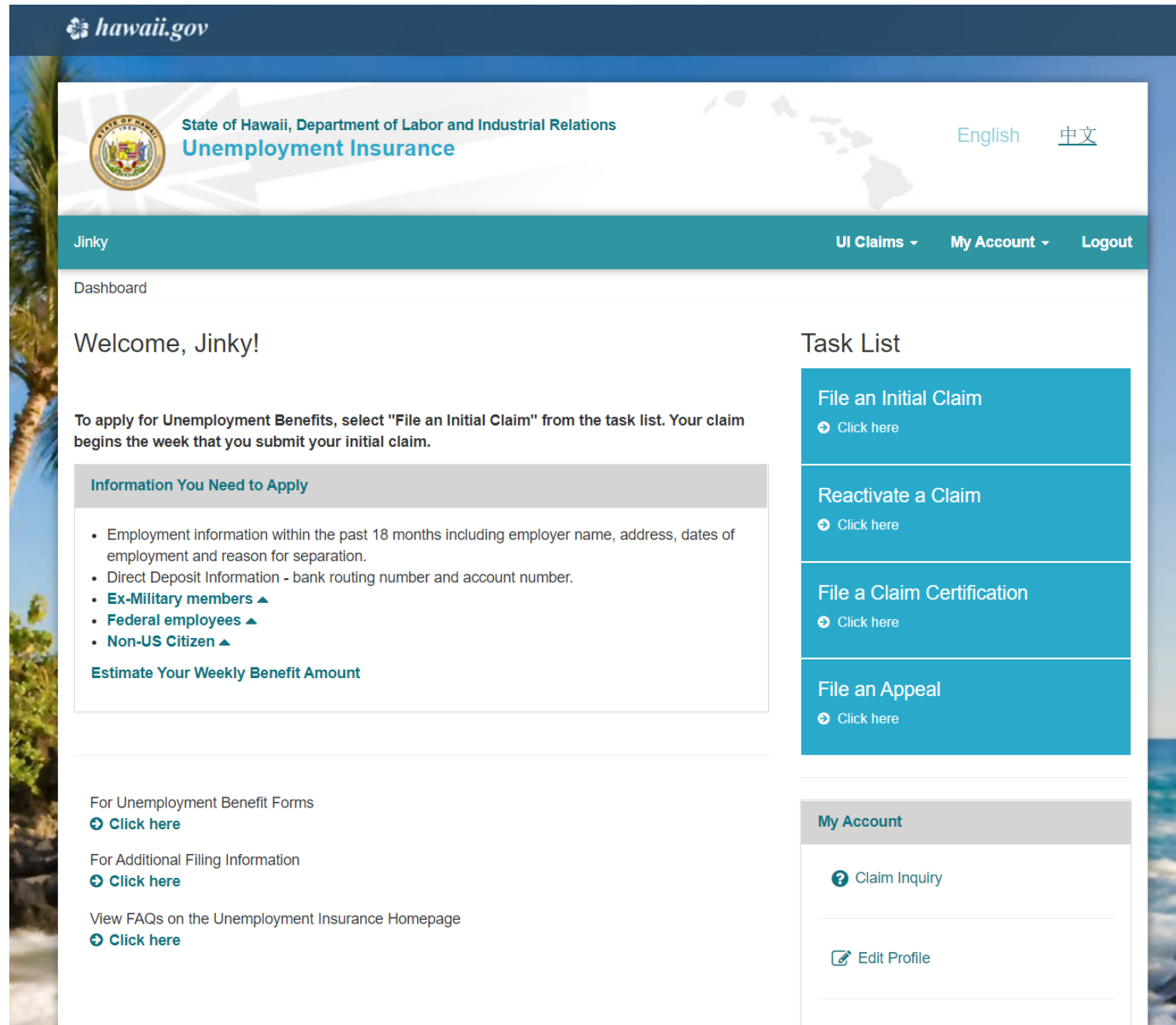
1099 Announcement 2019

Form 1099g will be mailed on or about January 24, 2020 to all who received unemployment insurance (UI) benefits in calendar year 2019. The form includes the amount of benefits paid and other information to meet Federal, State, and personal income tax needs for the tax year.

To ensure receipt of Form 1099g, make sure that the Unemployment Insurance Division has your most current mailing address. To update your address, login to your online account and select "Address Change" from the main menu. The 1099 information will also be available for viewing on-line after January 18, 2020. Select "Claim Inquiry" from the main menu and then select "Display 1099 Information."

If you do not receive Form 1099g within a reasonable period of time, contact your local UI claims office to

Sign-In Landing Page



The screenshot shows the user interface for the State of Hawaii's Unemployment Insurance sign-in page. At the top, there is a dark blue header with the 'hawaii.gov' logo on the left and language options 'English' and '中文' on the right. Below this is a white navigation bar with the state seal, the text 'State of Hawaii, Department of Labor and Industrial Relations', and the title 'Unemployment Insurance'. A teal navigation bar contains the user's name 'Jinky' and links for 'UI Claims', 'My Account', and 'Logout'. The main content area is white and features a 'Dashboard' section with a 'Welcome, Jinky!' message. A key instruction states: 'To apply for Unemployment Benefits, select "File an Initial Claim" from the task list. Your claim begins the week that you submit your initial claim.' Below this is a grey header for 'Information You Need to Apply', which lists requirements such as employment history, direct deposit information, and specific categories like 'Ex-Military members', 'Federal employees', and 'Non-US Citizen'. A link to 'Estimate Your Weekly Benefit Amount' is also present. On the right side, a 'Task List' sidebar contains four teal buttons: 'File an Initial Claim', 'Reactivate a Claim', 'File a Claim Certification', and 'File an Appeal', each with a 'Click here' link. At the bottom, there are links for 'Unemployment Benefit Forms', 'Additional Filing Information', and 'FAQs on the Unemployment Insurance Homepage'. A 'My Account' sidebar at the bottom right includes a 'Claim Inquiry' link and an 'Edit Profile' link.

hawaii.gov

State of Hawaii, Department of Labor and Industrial Relations
Unemployment Insurance

English 中文

Jinky UI Claims My Account Logout

Dashboard

Welcome, Jinky!

To apply for Unemployment Benefits, select "File an Initial Claim" from the task list. Your claim begins the week that you submit your initial claim.

Information You Need to Apply

- Employment information within the past 18 months including employer name, address, dates of employment and reason for separation.
- Direct Deposit Information - bank routing number and account number.
- **Ex-Military members** ▲
- **Federal employees** ▲
- **Non-US Citizen** ▲

Estimate Your Weekly Benefit Amount

Task List

- File an Initial Claim**
Click here
- Reactivate a Claim**
Click here
- File a Claim Certification**
Click here
- File an Appeal**
Click here

My Account

- Claim Inquiry
- Edit Profile

For Unemployment Benefit Forms
Click here

For Additional Filing Information
Click here

View FAQs on the Unemployment Insurance Homepage
Click here

Click on "File a Claim Certification."

hawaii.gov

State of Hawaii, Department of Labor and Industrial Relations
Unemployment Insurance

English 中文

Jinky UI Claims My Account Logout

Dashboard

Welcome, Jinky!

To apply for Unemployment Benefits, select "File an Initial Claim" from the task list. Your claim begins the week that you submit your initial claim.

Information You Need to Apply

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- Direct Deposit Information - bank routing number and account number.
- **Ex-Military members** ▲
- **Federal employees** ▲
- **Non-US Citizen** ▲

Estimate Your Weekly Benefit Amount

For Unemployment Benefit Forms
➔ [Click here](#)

For Additional Filing Information
➔ [Click here](#)

View FAQs on the Unemployment Insurance Homepage
➔ [Click here](#)

Task List

- File an Initial Claim
➔ [Click here](#)
- Reactivate a Claim
➔ [Click here](#)
- File a Claim Certification**
➔ [Click here](#)
- File an Appeal
➔ [Click here](#)

My Account

- 🔍 Claim Inquiry
- ✎ Edit Profile



Welcome, New User!

Direct Deposit Information has been updated on 04/06/2017. X

Your claim is good for a one year period called the benefit year. However, you can be paid only for 26 weeks of total unemployment during the one-year period that your claim is effective.

The dashboard presents the most current information on your claim. This information changes as your claim changes.

Payment Summary

WED*	Amount	Status
------	--------	--------

*Week Ending Date

[More Info](#)

Claim Information

Remaining Balance:
Claim Expires: 02/04/2018

[More Info](#)

For Unemployment Benefit Forms

[Click here](#)

For Additional Filing Information

[Click here](#)

View FAQs on the Unemployment Insurance Homepage

[Click here](#)

Task List

Register for Work

[Click Here](#)

Reactivate/Update Employment

[Click Here](#)

File a Claim Certification

[Click Here](#)

File an Appeal

[Click Here](#)

My Account

[Claim Inquiry](#)

[Edit Profile](#)

[Change Address](#)

[Direct Deposit](#)

[Tax Withholding](#)

Part 3:

File a Claim Certification

Accept the Policies and Terms.



Policies and Terms

Before continuing you must read and accept the following policies and terms:

USAGE - Use of this Web site is for the sole purpose of filing for unemployment insurance.

- You are filing an Unemployment Insurance claim for yourself only, and the choice to do so is entirely yours.
- You understand that you must complete the process and receive a **confirmation number** for your claim to be filed.
- You understand that the effective date of the claim you are filing is the Sunday of the week in which you file your claim.
- You agree not to "data mine" or otherwise gather or extract data from this Web site for any purposes other than filing your unemployment insurance Claim Certification.

FRAUD - You are responsible for reporting any information that affects your eligibility for benefits.

- If you knowingly make a false statement or representation, or withhold material facts for the purpose of obtaining any benefits you are not entitled to, you will be **disqualified for two years**. The disqualification is effective from the week the determination is made and for the next twenty-four months.
- You must repay all unemployment benefits you were overpaid.
- Depending on the seriousness of the offense, your case may be referred for criminal prosecution. If the amount of the benefits fraudulently obtained is more than \$300, you will be charged with a class "C" felony for theft in the second degree, which carries a maximum punishment of five (5) years imprisonment and/or \$10,000 fine.

DISCLOSURE - All information we obtain to determine your eligibility for benefits is confidential, except where disclosure is authorized by department regulations, as follows:

- To any federal or state agency charged with the administration of an unemployment compensation law or the maintenance of a system of public employment offices and to the Social Security Administration to verify your social security number.
- To the federal Internal Revenue Service.
- To the federal National Directory of New Hires.
- To the federal Immigration and Naturalization Service.
- To any federal, state, or municipal agency charged with the administration of a fair employment practice or anti-discrimination law.
- To any other federal, state, or municipal agency if the director deems that disclosure to that agency serves the public interest.

If you do not understand: Please [contact Unemployment Insurance](#) and speak with a Customer Service Representative.

I Accept

I Do Not Accept - Exit

Enter the week-
ending date
being claimed.

The week-
ending date
must be a
Saturday.

The screenshot shows the user interface for the State of Hawaii's Unemployment Insurance system. At the top, the header includes the Hawaii.gov logo, the department name, and language options for English and Chinese. The user is logged in as 'Jinky' and is on the 'Claim Certification' page. The main form area is titled 'WEEK-ENDING DATE' and contains a required field with a question mark icon and the text 'Please enter the week-ending date being claimed. *'. The date is currently set to March 20, 2020. A red error message below the date field states: 'Your week-ending date must be a Saturday. Please try again. ERR2234'. A 'Continue' button is located at the bottom of the form. A footer note indicates that an asterisk (*) denotes required fields. The bottom navigation bar lists various languages: Ilocano, Tagalog, Chuukese, Marshallese, Español, Việt, 中文, and 韓國의 日本人. On the right side of the footer, there is a section for 'UNEMPLOYMENT INFORMATION' with links to 'Frequently Asked Questions' and 'Download Handbook'.

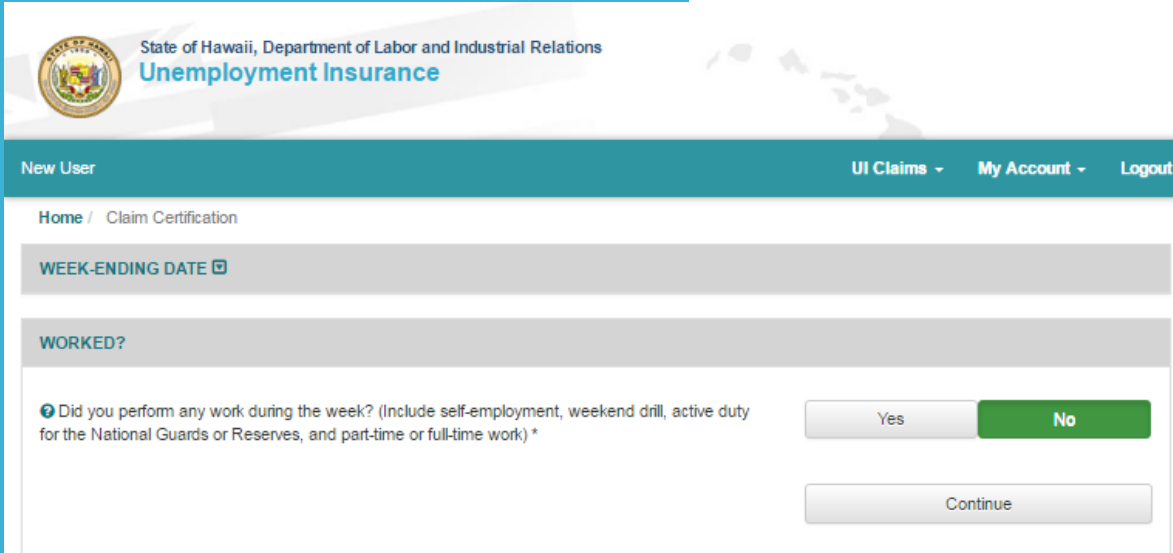
Select the Week Ending Date



The screenshot shows the State of Hawaii, Department of Labor and Industrial Relations Unemployment Insurance website. The page title is "mod test 2004". The navigation menu includes "UI Claims", "My Account", and "Logout". The breadcrumb trail is "Home / Claim Certification". The main heading is "WEEK-ENDING DATE". The form contains a required field with a question mark icon and the text "Please enter the week-ending date being claimed. *". To the right of the text are three dropdown menus labeled "Month", "Day", and "Year". A footnote at the bottom left states "* indicates required fields."

Enter the month, day and year of the week ending date that you want to file for.

Filing a Claim Certification



State of Hawaii, Department of Labor and Industrial Relations
Unemployment Insurance

New User UI Claims My Account Logout

Home / Claim Certification

WEEK-ENDING DATE

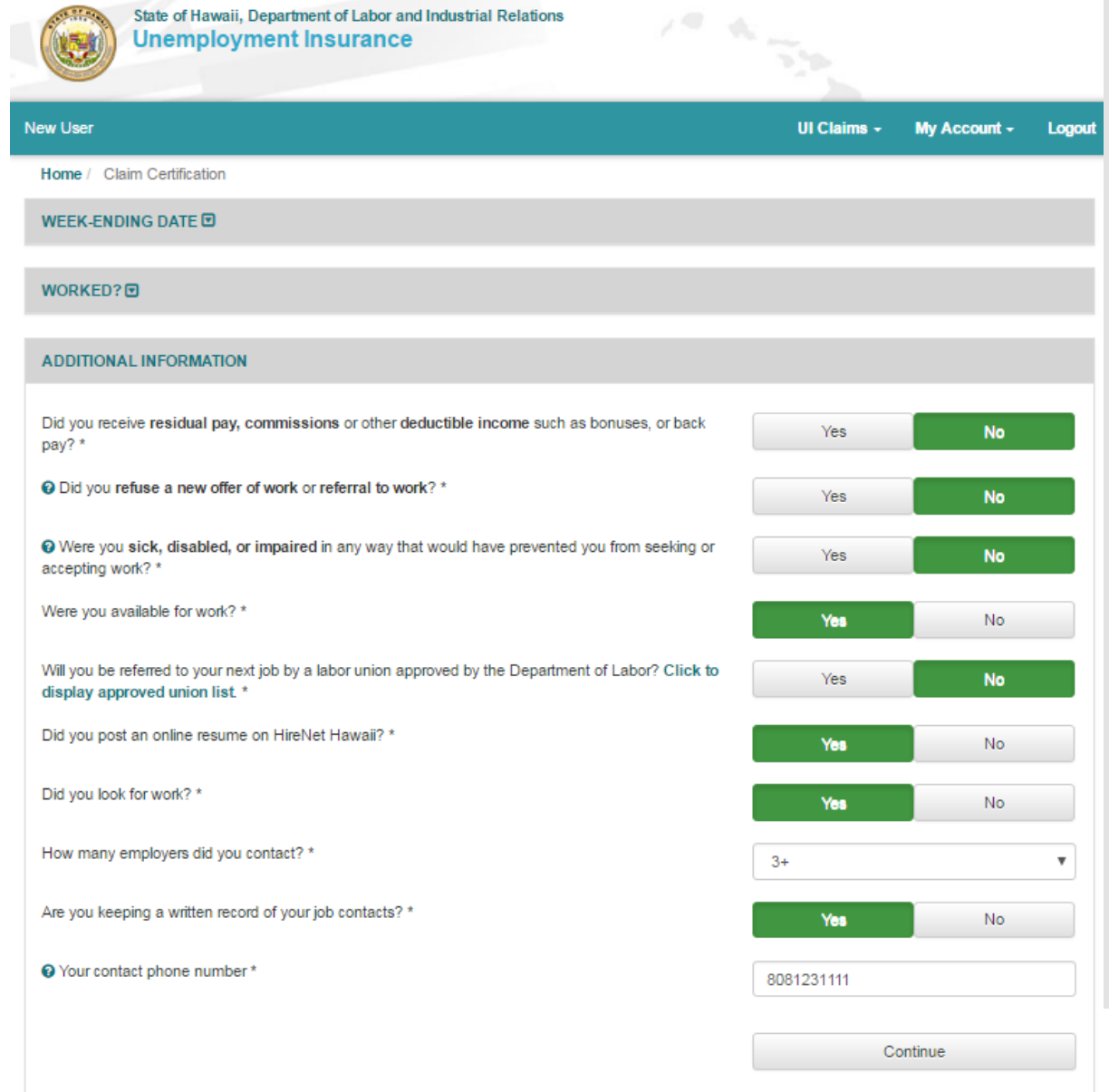
WORKED?

Did you perform any work during the week? (Include self-employment, weekend drill, active duty for the National Guards or Reserves, and part-time or full-time work) *

Yes No

Continue

If you did not work during the week, you will continue on to the "Additional Information" Section to report information about your availability for work and work search information.



State of Hawaii, Department of Labor and Industrial Relations
Unemployment Insurance

New User UI Claims My Account Logout

Home / Claim Certification

WEEK-ENDING DATE

WORKED?

ADDITIONAL INFORMATION

Did you receive residual pay, commissions or other deductible income such as bonuses, or back pay? *

Yes No

Did you refuse a new offer of work or referral to work? *

Yes No

Were you sick, disabled, or impaired in any way that would have prevented you from seeking or accepting work? *

Yes No

Were you available for work? *

Yes No

Will you be referred to your next job by a labor union approved by the Department of Labor? Click to display approved union list *

Yes No

Did you post an online resume on HireNet Hawaii? *

Yes No

Did you look for work? *

Yes No

How many employers did you contact? *

3+

Are you keeping a written record of your job contacts? *


Yes No

Your contact phone number *

8081231111

Continue

Filing a Partial Claim Certification

 State of Hawaii, Department of Labor and Industrial Relations
Unemployment Insurance

New User UI Claims - My Account - Log

Home / Claim Certification

WEEK-ENDING DATE

WORKED?

PARTIAL-PARTTIME EMPLOYMENT

EMPLOYED - JOSE'S INC

Did you work for JOSE'S INC during the week? * Yes No

Enter the gross dollar amount earned: *

Did you refuse any work from JOSE'S INC? * Yes No

Were you still employed by JOSE'S INC as of 04/08/2017? *

Should you become unemployed after 04/08/2017 and wish to continue your benefits, you must file an additional claim. Failure to do so may affect your eligibility for benefits.

If you are filing a Partial Claim, you must file your claim certification within 28 days of the week ending date.

EMPLOYED - JOSE'S INC

Did you work for JOSE'S INC during the week? * Yes No

Enter the gross dollar amount earned: *

Did you refuse any work from JOSE'S INC? * Yes No

Were you still employed by JOSE'S INC as of 04/08/2017? *

Last Day Worked *

Reason for separation *

Please Explain (max 160 characters) *

Reporting New Employment on a Claim Certification



New User UI Claims My Account Logout

Home / Claim Certification

WEEK-ENDING DATE

WORKED?

Did you perform any work during the week? (Include self-employment, weekend drill, active duty for the National Guards or Reserves, and part-time or full-time work) *

Yes No

Enter total hours worked for all employers. *

18

Did you perform weekend drill or active duty for the Reserves or National Guard? *

Yes No

Were you self-employed during the week? *

Yes No

Continue

* Indicates required fields.

New User UI Claims My Account Logout

Home / Claim Certification

WEEK-ENDING DATE

WORKED?

NEW EMPLOYMENT

Did you start working for any new employers during the week? *

Yes No

Gross amount earned (Include vacation and holiday pay) *

300

Continue

If you started working for a new employer during the week, you will need to have the employers name, address and phone number available. You will also need the number of hours worked and total gross earnings for the week.

NEW EMPLOYER - ALOHA CONSTRUCTION remove

Company/Business Name * Aloha Construction

Phone Number * 8082223333

Enter start date * April 3 2017

As of 04/08/2017 my employment status is * Still Employed

Hired As * Part-time

Company/Business Address 123 Ocean Ln

Zip Code 96815

City Honolulu

State Hawaii

Continue

Review and Submit your Claim Certification

State of Hawaii, Department of Labor and Industrial Relations
Unemployment Insurance

New User UI Claims - My Account - Logout

Home / Claim Certification

WEEK-ENDING DATE

WORKED?

ADDITIONAL INFORMATION

You are required to review your answers. [Click here to review.](#)

“Click here” to review your answers.

Make sure you thoroughly review your claim certification before you certify and submit.

In compliance with P.L. 93-579, I authorize my former employer(s) to release all information requested in connection with my claim for unemployment insurance benefits.

I certify that the information I have provided above is true to the best of my knowledge. I understand that the law provides penalties for false statements or for withholding information in connection with this claim.

State of Hawaii, Department of Labor and Industrial Relations
Unemployment Insurance

New User UI Claims - My Account - Logout

Home / Claim Certification

PLEASE REVIEW YOUR ANSWERS BEFORE SUBMITTING YOUR CLAIM

WEEK-ENDING DATE

Are you filing for the week ending 04/08/2017? *
Yes

[Edit WEEK-ENDING DATE section](#)

WORKED?

Did you perform any work during the week? (Include self-employment, weekend drill, active duty for the National Guards or Reserves, and part-time or full-time work) *
No

[Edit WORKED? section](#)

ADDITIONAL INFORMATION

Did you receive residual pay, commissions or other deductible income such as bonuses, or back pay? *
No

Did you refuse a new offer of work or referral to work? *
No

Were you sick, disabled, or impaired in any way that would have prevented you from seeking or accepting work? *
No

Were you available for work? *
Yes

[Edit ADDITIONAL INFORMATION section](#)

Review your Confirmation Page & Email



State of Hawaii, Department of Labor and Industrial Relations
Unemployment Insurance



New User

UI Claims ▾ My Account ▾ Logout

[Home](#) / Confirmation

New User micham xxx-xx-1976

Your certification for 04/08/2017 has been filed on 04/12/2017 10:53 AM (HST).

Your confirmation number is CC29203-0-102.

Please print this page and save it for your records. If you do not have a printer, please copy this number as proof of submission.

Read the options below and select the appropriate action:

File for a Different Week

OPTIONAL: You have the option to claim benefits for a week other than the one you just filed.

E-mail confirmation: A confirmation will be sent to the e-mail address you provided. If you do not see the confirmation in your e-mail Inbox, please check your Spam, Junk or Bulk folder.

Record of Contacts: If you need a Record of Contacts Made For Work form, please [download and print the form](#). (If you do not have a printer, please contact your local office to have the form mailed to you. Or, you may report in person to your local office to pick up the form.)

E-mail Address: michelle.a.hamilton@hawaii.gov

WEEK-ENDING DATE

Are you filing for the week ending 04/08/2017? *

Yes

WORKED?

Did you perform any work during the week? (Include self-employment, weekend drill, active duty for the National Guards or Reserves, and part-time or full-time work) *

No

ADDITIONAL INFORMATION

Did you receive residual pay, commissions or other deductible income such as bonuses, or back pay? *

No

Did you refuse a new offer of work or referral to work? *

No

Were you sick, disabled, or impaired in any way that would have prevented you from seeking or accepting work? *

No



Wed 4/12/2017 10:54 AM

do_not_reply@ui.hawaii.gov

Hawaii UI CC Confirmation for 04/08/2017

To: Hamilton, Michelle A

New User micham

Your claim for 04/08/2017 has been filed on Wed Apr 12 2017 10:53:42 GMT-1000 (HST) HST.

Confirmation Number: CC29203-0-102

Since you have Direct Deposit, you will not receive reminder notices for your next filing period. Please logon to your schedule.

Please read the following:

Before you can be properly paid, you must have your unemployment records updated with the following information.

Your current filing location.

Please contact your local office within seven days from today's date at <https://labor.hawaii.gov/ui/unemployment-office-locations> or verify your location on-line. You will be given this option automatically at time of filing and you will receive a separate email notifying of your successful identification.

If you need a Record of Contacts Made For Work form, download and print the form (pdf) at <https://labor.hawaii.gov/ui/ui-forms/form-uc-253>

If you do not have a printer, please contact your local office to have the form mailed to you. Or you may report in person to your local office to pick up the form.

Thank you for your attention!