

If I have vacation available can I choose to not take vacation and file unemployment? **Yes. In fact you can even qualify for and receive unemployment benefits while you are receiving holiday pay. Since there are certain requirements employees have to meet in order to receive holiday pay, it is NOT reportable income to unemployment.**

How do I file unemployment? **There are only two ways to file unemployment. You may do so over the phone at 316-383-9947, or you may do so online at www.uibenefits.dol.ks.gov. you must do your initial claim during the week you are off then you must file at the end of each week you are off. (this includes those that filed prior)**

When I file unemployment they are going to ask me several questions about holiday pay and other things. What should I say? **If asked whether or not you received holiday pay you must say YES if you received it. The system will then ask you for your gross pay that week. It will then ask you if there were certain conditions that you had to meet in order to receive pay. You would then answer YES again. Answering this question and providing this information will not prohibit you from drawing unemployment. You may be asked if you declined work during the week of the claim. You would answer the question NO. If**

Do I have to go out and look for a job if I file unemployment? **No. As long as the layoff is temporary and you have a return to work date you do not have to seek employment.**

Can I take vacation for some of the days during the shutdown and still qualify for unemployment? **Yes it is possible. Vacation pay or ETO is reportable income to unemployment. The requirements say that you may earn up to 25% of your benefit amount before you start to decrease your benefit. For example if you qualified for the maximum benefit of \$450.00 you could earn up to \$113.00 for that week. For every dollar you earned above that amount your benefit amount would be decreased dollar for dollar. If you earned \$150.00 that week then you would only qualify for \$425.00 (\$450.00-\$37.00=\$413.00) that week.**