

For each employer that you worked for in the past 18 months, be prepared to tell us:

- Complete name and address of employer.
- Employer phone number.
- Your occupation with that employer.
- Beginning and ending dates of employment.
- Reason for separation.

Also, be ready to choose a 4-digit personal identification number (PIN) and tell us whether you want 10% federal income tax withheld from your benefits and whether you want to claim dependency benefits.

New Jersey Department of Labor and Workforce Development is an equal opportunity employer with equal opportunity programs. Auxiliary aids and services are available upon request to individuals with disabilities.

NEW JERSEY DEPARTMENT OF
LWD
LABOR AND WORKFORCE DEVELOPMENT
n j . g o v / l a b o r

Division of
Unemployment Insurance

Filing Unemployment Claims by **Telephone**

Reemployment Call Centers



NEW JERSEY DEPARTMENT OF
LWD
LABOR AND WORKFORCE DEVELOPMENT

There are three Reemployment Call Centers in New Jersey for filing new unemployment claims and reopening existing claims by telephone. When you call, the first available agent in any of the offices will assist you.

Your claim will be dated the Sunday of the week in which you call, so be sure to call during the week you want your claim to begin. To reduce your waiting time on the telephone, **during peak workload periods it may be necessary for us to process claims according to Social Security numbers. If this occurs, you will hear a message advising when you should call back.**

To file your claim, call:
Telephone Numbers

Union City (201) 601-4100
serves Northeast NJ

Freehold (732) 761-2020
serves Northwest and Central NJ

Cumberland (856) 507-2340
serves Southern NJ



TTY Users: New Jersey Relay: 7-1-1

8:30 a.m. – 4:30 p.m.
Monday – Friday
(excluding holidays)

Our lines are generally less busy later in the week so you may want to call on Wednesday, Thursday, or Friday of the week in which you want your claim to begin.

Before you call!

You can help speed the claims filing process by having the following information available:

- ☑ Your Social Security number.
- ☑ Your address (mailing address and home address, if different).
- ☑ Your phone number, including area code.
- ☑ Your date of birth.
- ☑ Your alien registration number (if you are not a citizen).
- ☑ Pension information, if you are receiving any pension or 401(k).
- ☑ Amount and duration of any separation pay you may be receiving.
- ☑ Recall date (if you expect to be recalled to your job).
- ☑ Union hiring hall information, including local number and address.
- ☑ Military form DD-214, Member 4 Copy (if you were in the military in the past 18 months).
- ☑ Form SF-8 or SF-50 (if you were a federal civilian employee).

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