The United States Department of Labor requires New Jersey to implement a comprehensive field audit program as an efficient means of ensuring compliance with the New Jersey Unemployment Compensation law and the timely collection of taxes on an equitable basis.

Step 1: Receive notification by mail

Step 2: Designate a representative

Step 3: Gather documents and records

Step 4: Meet with the auditor at the scheduled time

Step 5: Discuss the results

Step 6: Have more questions?