



# Employer RT1 Quick Reference Guide

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## 2. WHAT IS AN RT1?

An RT1 is a breakdown of the charges made to an employer's account for an indicated time period. The form will show both charges and credits made to the employers account. These forms are very important to employers because their tax rate is affected by the information on this form.

**Florida Reemployment Tax\*\*  
Notice of Benefits Paid**

RT-1  
R. 01-13  
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VACATION REALTY GROUP LLC  
1001 ARMSTRONG BLVD STE A  
KISSIMMEE FL 34741-4671

RT Account # [Redacted]  
Business Partner # [Redacted]  
Contract Object # [Redacted]  
FEIN [Redacted]  
Reporting Period Beginning : 10/01/2013  
Reporting Period Ending : 03/31/2014  
Mailed on or before : 04/18/2014

This is **NOT** a request for payment. It is a notice of benefits paid and amounts charged or credited to your reemployment tax record during the most recent calendar quarter. The purpose is to notify you of charges or credits which are factors in determining your reemployment tax rate. These charges may affect your tax rate for three years. Please retain this notice for your files.

Your account has been charged because:

- There was no response to the original claims notice (UCB-412), or
- A determination was issued holding the claimant entitled to benefits and/or your account chargeable pursuant to section 443.151, Florida Statutes, or
- With the purchase of this business you accepted liability for claims based on wages earned with the previous owner for a more favorable tax rate.

Your account will be credited on a subsequent quarterly statement if:

- You have previously been notified that your account is not chargeable with any portion of the benefits which appear on this notice, or
- An appeal is pending and the appeals decision relieves your charges.

Timely reporting of all new hires and rehires is in your best interest. New hire and rehire data is matched against reemployment assistance claims to detect and prevent overpayments. For more information or to report new hires, go to <https://newhire.state.fl.us/fl-newhire/>.

Your protest to this statement **SHOULD NOT** be directed to the Florida Department of Revenue.

**Appeal Rights**

Requests for redetermination of any amount charged to your tax rating record must be filed within twenty (20) days of the "Mailed on or before" date of this notice or the charges shall become conclusive and binding for all purposes of the Florida Reemployment Assistance Program Law (s.443.131(3)(i), Florida Statutes).

Your request stating the basis for your protest to the charge must be in writing and be directed to:

Department of Economic Opportunity  
Reemployment Assistance Program  
P. O. Drawer 5250  
Tallahassee, FL 32314-5250

You may fax your request to 850-921-3925. For questions, contact the Reemployment Assistance Program at 1 877-845-3770.

Social security numbers (SSNs) are used by the Florida Department of Revenue as unique identifiers for the administration of Florida's taxes. SSNs obtained for tax administration purposes are confidential under sections 213.053 and 118.071, Florida Statutes, and not subject to disclosure of public records. Collection of your SSN is authorized under state and federal law. Visit our Internet site at [www.myflorida.com/dor](http://www.myflorida.com/dor) and select "Privacy Notice" for more information regarding the state and federal law governing the collection, use, or release of SSNs, including authorized exceptions.

LC	Claimant's Name	Social Security Number	Expiration Date of Claim	Weeks Paid in Quarter	Total Charges to Your Tax Rating Records	Codes
00	FELIX G FELICIANO	[Redacted]	03/21/2010	00	0.07-	CR
00	DARREN COMORA	[Redacted]	11/15/2010	08	2,046.48	
00	CAROL M FARIA	[Redacted]	03/22/2010	03	1,309.90	
	STACIE MUNOZ	[Redacted]	04/10/2011	07	796.52	
	STACIE MUNOZ	[Redacted]	04/10/2011	03	284.79	
	STACIE MUNOZ	[Redacted]	04/10/2011	08	1,005.66	
Total this page					5,443.28	
TOTAL ALL PAGES					15,226.09	

Letters in the "Codes" column mean:  
 A - Correction to charges in prior quarters.  
 CR - Credit reducing or removing benefit charges in prior quarters.  
 EB - Extended Benefits  
 LC - Location Code as shown on the original claims notice (UCB-412).  
 \*\* Formerly Unemployment Tax

(Continued on back of page.)

1. The RT account number is the same as the employer's EAN.
2. The employer's FEIN.
3. The period which these charges took place.
4. The date the correspondence was mailed. This information will be necessary if you are filing a protest.

5. A list of claimants who were paid RA benefits for the period above.
6. The claimant's social security number.
7. The BYE date of the claim.
8. The amount of weeks claimed for the period above.
9. Total amount paid to the claimant for the above period.

This information is nearly identical to the information that can be found on the "Benefit Charges" screen.

<a href="#">Benefit Charges</a> Manage Benefit Charge Information.	<a href="#">Collections Home - Claimant</a> View status of claimant account, establish and manage bankruptcy, cancel debt.
<a href="#">Eligibility Issues</a> Process Claimant Eligibility Issues	<a href="#">Manage Claimant Account</a> Maintain Claimant Account Information.
<a href="#">Monetary</a> Process Claimant Monetary Determinations.	

### 3. PROTESTING BENEFIT CHARGES

Employers are encouraged to file their own protest via their employer portal. Employers can follow these steps to do so.

#### Step-by-Step Instructions

1. Navigate to the Employer’s home page.
2. Select the “Benefit Charge Protest” hyperlink.

<a href="#">View Employer Account Profile</a> View Account Information	<a href="#">Employer Inbox</a> View and maintain your inbox.
<a href="#">Short Time Compensation</a> Click here to Add, Modify, View, or Request Benefits for a Short Time Compensation (STC) Plan.	<a href="#">Address Information</a> View addresses and phone numbers. Maintain email address and update correspondence preference.
<div style="border: 2px solid red; padding: 2px;"> <a href="#">Benefit Charge Protest</a> Protest benefits charged against your account                 </div>	<a href="#">Correspondence Search</a> Search for Correspondence
<a href="#">User Maintenance</a> Assign or Update user access to Employer account information.	<a href="#">Assign and Maintain TPA</a> Used for Assigning and Maintaining TPA roles for a particular Employer

3. You will be navigated to the “Benefit Charges Activities” screen.
4. Click on “Protest Benefit Charges”

**Benefit Charge Activities**

[Protest Benefit Charges](#)  
Protest Benefit Charges by indicating specific charges to protest, claimant information and reasons for protest.

5. You will be navigated to the “Protest Benefit Charge” screen.
6. Complete the required information and select the reasons for protest.
7. Click on “Submit”

**Protest Benefit Charge**

Statement Mail Date:  /  /  (mm/dd/yyyy) \*

Claimant SSN:  -  -  \*

Claimant Last Name:  \*

Claimant's Last Day of Work:

**Reasons for Protest**

Select all reasons that apply: \*

<input type="checkbox"/> Claimant Never Worked for Me <input type="checkbox"/> Discharge <input type="checkbox"/> Part Time/On Call <input type="checkbox"/> Suspension <input type="checkbox"/> Voluntary Quit <input type="checkbox"/> Union <input type="checkbox"/> Predecessor/Succession Employment <input type="checkbox"/> Wages earned while working as a student at an educational institute <input type="checkbox"/> On a Leave of Absence	<input type="checkbox"/> Workers Compensation <input type="checkbox"/> Claimant is Self Employed <input type="checkbox"/> Currently Employed (Comments Required) <input type="checkbox"/> Reasonable Assurance to Return to Work (School Employees Only) <input type="checkbox"/> Reduced Hours <input type="checkbox"/> Received Other Pay (severance pay, pay in lieu of notice) <input type="checkbox"/> Refusal of Work <input type="checkbox"/> Vacation Pay/Holiday Pay with Recall Date <input type="checkbox"/> Other (Comments Required)
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Please provide additional comments.

Comments are required if you select "Currently Employed" or "Other"

Submit

8. A confirmation of the protest will display. Click on “Next”