

**DEPARTMENT OF ECONOMIC OPPORTUNITY
DISASTER UNEMPLOYMENT ASSISTANCE
BENEFIT RIGHTS AND RESPONSIBILITIES**

You have filed a claim for Disaster Unemployment Assistance (DUA) under the Stafford Act. A determination of your eligibility will be made and you will be notified.

In order to be eligible for benefits for any week of DUA, you must meet the following conditions:

1. You must be totally unemployed, or partially unemployed, in a designated disaster area due to the disaster and have no entitlement to regular reemployment assistance benefits in the State of Florida or any other state.
2. You must provide documentation of employment and earnings within 21 calendar days from the date you file your claim. Your DUA weekly assistance amount may be reduced and an overpayment established or you may be disqualified from receiving benefits for failure to provide the required documentation. However, documentation submitted with a request for reconsideration anytime during the twenty six-week disaster assistance period may be accepted. Preferred documentation is your most recent year tax return or W-2.
3. You must claim your benefits on a timely basis as instructed. Failure to claim benefits as scheduled can result in delay or loss of your benefits.
4. You must report any offer of work made to you. If you refuse any suitable job referrals by your local One-Stop Career Center, you may be disqualified from receiving benefits.
5. You must be able and available for full time work the major portion of your customary work week. This means that you must be ready, willing and able to accept suitable work and that there must be no reason or circumstances - personal, physical (unless unable to work due to incapacitation by the disaster), or otherwise to keep you from looking for or accepting a full time job for which you are qualified.

You will be furnished a work search form on which you should list any employer contacts you make each week.

6. You must report any work whether or not you have received pay for that work. Report gross earnings before any deductions. Include all tips, room and meals. Military Reserve and National Guard pay must be reported as earnings as well as retirement income.
7. If you are self-employed, you must report gross earnings when received.
8. You must report any change in your address.

If you find a job and you think you are entitled to total or partial benefits, you can mail or fax the information to us on or before your next report day. Remember to include in your letter: (1) Your Name, (2) Your Social Security Number, (3) The date you began work, (4) Your earnings each day from the date you began work until your report day, (5) The name and address of your employer. You can fax your information to: (850) 921-3938, or furnish information in writing to:

**DUA Claims
PO Drawer 5350
Tallahassee, FL 32314-5350**

If you have questions about your claim, please call 1-800-204-2418. Do not depend on others for correct information.

Penalties for Fraud: Any one who knowingly and willfully falsifies, conceals or covers up by any trick, scheme, or device, a material fact, or makes or uses any false writing documents knowing the same to contain any false, fictitious or fraudulent statement or entry will be fined not more than \$10,000 or imprisoned for not more than one (1) year or both for each violation.