



Working While Claiming Reporting Earnings On Your Weekly Claim

If you are working less than full time, you may claim benefits if:

- Your part-time employer doesn't have full-time work for you,
- Your gross earnings are less than your weekly benefit amount, and
- You are seeking work, available and willing to accept full-time, part-time, permanent AND temporary work.

You MUST report all work and earnings from employment when claiming benefits

When claiming benefits, report:

All salary	wages	cash
tips	bonuses	stand-by pay
commissions, and/or	any non-cash payments, such as room and board	

You must report any vacation, sick and holiday pay if you are returning to work with this employer. Reimbursements for minor expenses such as meals, lodging, mileage and other traveling expenses should not be reported as earnings.

Exception: You do not need to report weekend military drill pay or jury duty pay.

Call the UI Center if you have questions on how to report a certain type of pay.

How do I report my earnings?

You report your hours and earnings when you file your weekly claim. Keep track of your hours and earnings for each week. Report your earnings for the week you perform the work, NOT the week you are paid. **Report all earnings before any tax or other deductions are removed.** In other words, report your gross earnings, not your net earnings.

When you file your weekly claim, you will be asked the following questions:

4. Did you work last week, or, did you receive or will you receive vacation or holiday pay for the week?	<input type="checkbox"/> Yes <input type="checkbox"/> No
5. Enter the number of hours worked:	
6. Enter your total gross earnings, vacation or holiday pay (before deductions), even if you have not been paid:	\$

How do earnings affect my weekly UI payment?

You may earn up to ten times minimum wage or one-third of your weekly benefit amount (whichever is more) before your benefits are affected. Any earnings above that amount will reduce your benefit payment dollar for dollar.

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For example: If your weekly benefit amount is \$300 and Oregon's minimum wage is \$8.95 per hour, ten times minimum wage would be \$89.50 and 1/3 your weekly benefit amount would be \$100. If you earned \$99, your weekly benefits would not be reduced and you would receive your full benefit. If you earned \$101 in wages, your weekly benefit amount would be reduced to \$299.

Willfully misreporting your work and earnings to obtain benefits is Fraud. Please review the information below about not reporting your earnings accurately.

You are required to report all earnings regardless of the amount even if you did not receive the payment during the week being claimed.

IMPORTANT:

- No benefits are payable if your gross earnings (earnings before any tax or other deductions are removed) for a week are equal to, or exceed, your weekly benefit amount.
- When you return to full-time work or earn more than your weekly benefit amount, you can either report your hours and earnings or simply stop claiming weekly benefits. When you are ready to resume claiming, you can restart your claim using our online claims system or by calling the UI Claim Center.
- If you began work in a week that you are claiming, be sure to report hours and earnings, even if you haven't received the payment .

What happens if I report my earnings incorrectly

If you make an error reporting your hours and earnings when filing your weekly claim, call the UI Claim Center immediately. A Claims Specialist will help you correct the error before payment is made.

Willfully under-reporting or not reporting earnings when you claim is fraud. The Oregon Employment Department conducts a variety of investigations to verify the accuracy of Unemployment Insurance payments. In addition, at the end of every quarter employers report the names, social security numbers, and earnings information of all their employees to the Employment Department. The Employment Department's computer system uses this wage information, along with information provided by other states, to ensure that people are reporting their earnings correctly.

If fraud is discovered, you must:

- Pay back the money that you were overpaid,
- Pay any fees, interest or court costs, and
- Serve up to 52 unpaid penalty weeks. (During each penalty week, you must be unemployed and eligible for benefits. The penalty remains in effect for five years or until you claim all the penalty weeks.)

FRAUD IS A CRIME

You can be prosecuted for knowingly making a false statement or failing to disclose information to get benefits. If found guilty by a court of law, you could be fined and/or **jailed**.

You MUST report all work and earnings from self-employment when claiming

You must report any payments (cash or non-cash) you receive in exchange for any services you provide or products you sell. The self-employed cannot deduct the costs of doing business except for the wholesale costs of materials or goods that become your customer's property.

Call your UI Center if you have questions about reporting earnings.

WorkSource Oregon is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Language assistance is available to person with limited English proficiency at no cost.

WorkSource Oregon es un programa/empleador que respeta la igualdad de oportunidades. Ayudas auxiliares y servicios para personas con discapacidades estará disponible sin costo. Asistencia de idiomas para personas con conocimiento limitado del inglés sin costo alguno.