

ASSISTANCE WITH UNEMPLOYMENT ISSUES

Dear Brothers and Sisters,

If you are having an issue with your MA DUA (Unemployment) claim. Please follow the below listed instructions.

- 1. Obtain and gather all correspondence sent to you from MA DUA pertaining to your claim status.**
- 2. Scan all documents, turn them into a PDF that can be utilized as an attachment for an email.**
- 3. Scan your last week's paystub for any and all employers. You may have multiple employers for the season. Turn the scanned copies into a PDF.**
- 4. Write down times, dates and names of any customer service representatives from MA DUA that you communicated with.**
- 5. Type an informational blog, titled and addressed to: (Whom It May Concern). Provide as many details within the blog as possible. Dates, times, and names of DUA Reps that you communicated with. On the bottom of your information blog. Please provide your full name. Current mailing address. Last four of your SSN. Your best contact phone number.**
- 6. Please email all PDF attachments, and your blog to Business Representative David Kazimierczak.**

If there are any questions pertaining to procedures. Please contact Business Representative David Kazimierczak. Best wishes to all.

Sincerely,

David Kazimierczak Cell Phone: 1 (413) 374-1053
Local-98 Business REP Email dkaz@local98.org