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## How Employers Use E-Response

Date: March 29, 2022

**NOTICE:** *SIDES E-Response is managed by the state from whom the request is received.* If you want to sign up for SIDES E-Response, are having issues logging in to E-Response, or have questions about how E-Response works in your state, please scroll to the appropriate state on this document. There you will find the information provided by the state regarding their E-Response procedures.



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### Alabama

To connect to E-Response you will need your FEIN, UC Employer Account Number and Authorization/Access Code to log in. The Authorization/Access Code is listed on the Ben 241 form that you received in the mail, or contained in an email notification you may have received. For login or processing assistance, email [undeliver241.Labor@labor.alabama.gov](mailto:undeliver241.Labor@labor.alabama.gov). For more information go to <https://labor.alabama.gov/eGov/SidesEResponse/SidesRedirect.aspx>.



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### Alaska

To enroll in email notification and responses for separations and earnings verification, you must send an email to [dol.sides@alaska.gov](mailto:dol.sides@alaska.gov). You will need to provide a contact name and phone number, FEIN, and State Employer Identification Number (SEIN) to enroll. For more information, please visit our website at <http://labor.alaska.gov/estax/SIDES.htm>.



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### Arizona

To sign up to receive your notices by e-mail and respond through SIDES E-Response, go to <http://www.azuitax.gov> and click on the "Register for SIDES E-Response" button. For questions about responding through SIDES E-Response, contact the Client Advocate at (602) 542-5954 (select option 3) or [UIClientAdvocate@azdes.gov](mailto:UIClientAdvocate@azdes.gov). For technical assistance with logging in, contact the Help Desk at (602) 542-2460 or [DERSHelpDesk@azdes.gov](mailto:DERSHelpDesk@azdes.gov).



## California

For information on using SIDES E-Response for California, visit [www.edd.ca.gov/SIDES](http://www.edd.ca.gov/SIDES). For technical assistance, call the EDD toll-free at 1-855-327-7057 to speak to a representative Monday through Friday from 8 a.m. until 5 p.m., excluding [state holidays](#).



## Colorado

To sign up to receive your notices by email and respond through SIDES E-Response:

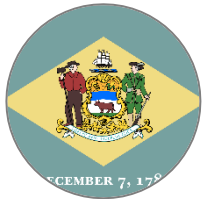
1. Log into MyUI Employer here <https://myuiemployer.coworkforce.com/>
2. Click on "Email Notifications"
3. Sign up for "e-Response Notifications"

The Colorado UI Employer account number and the Federal Employer Identification Number are required. If you need assistance, please call Employer Services at 303-318-9055 or 1-800-480-8299.



## Connecticut

To receive your notices by e-mail and respond through SIDES E-Response, go to <http://www.ctdol.state.ct.us/CTSIDES> and download the registration application. The Connecticut UI Registration number and the Federal Employer Identification Number are required. For additional information, email [DOL.CTSIDESAdmin@ct.gov](mailto:DOL.CTSIDESAdmin@ct.gov) or call (860) 263-6779.



## Delaware

To sign up to receive your notices by e-mail and respond through SIDES E-Response, go to <https://oes.delawareworks.com/>. The Delaware Department of Labor account number and associated Federal Employer Identification Number is required. If you need assistance, contact us either by phone at 302-761-8484, then select option 1, or by email at [dol\\_ui\\_employer\\_tax\\_questions@delaware.gov](mailto:dol_ui_employer_tax_questions@delaware.gov).



## District of Columbia

To sign up to receive your notices by e-mail and respond through SIDES E-Response, employers can visit <http://does.dc.gov/page/sides-e-response> web pages to view DC SIDES information. To register, you need your six-digit State Employment Identification Number (SEIN) and your nine-digit FEIN. Click on the **New Employer Registration** link to begin the registration process.

For additional information or for support, email questions/issues to [SIDES.Help@dc.gov](mailto:SIDES.Help@dc.gov) or call (202) 698-7522.



## Florida

Employers can register for SIDES E-Response through their Florida Reemployment Assistance Connect Employer Portal. Login at [Florida Connect Employer Login](#). From the Employer Home Page choose the 'Manage SIDES E-Response' link. For Login and other Employer Portal information, including SIDES E-Response registration information, view the Employer CONNECT User Guide at [Employer Resources](#). For additional assistance, contact the Florida Employer Support Unit at 877-846-8770 and select option "5" or email them at [FloridaSIDES@deo.myflorida.com](mailto:FloridaSIDES@deo.myflorida.com).



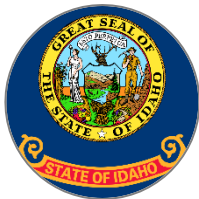
## Georgia

Georgia offers SIDES E-Response for receiving and responding to requests for separation information. Visit the Employers page at [www.dol.georgia.gov](http://www.dol.georgia.gov) for information. Your Georgia Department of Labor account number (State Employer Identification Number) and associated Federal Employer Identification Number are required for registration and using SIDES E-Response. For assistance, employers can email [SIDES@gdol.ga.gov](mailto:SIDES@gdol.ga.gov) or call the GA SIDES E-Response Help Desk at 404-232-7401.



## Hawaii

Employers can register with SIDES E-Response at <http://uiclaims.hawaii.gov>. For additional information, visit <http://labor.hawaii.gov/ui/sides>. For assistance email [dlir.ui.pdces@hawaii.gov](mailto:dlir.ui.pdces@hawaii.gov) or call (808) 586-9075.



## Idaho

Idaho employers who are interested in signing up for SIDES E-Response can contact Tyler Smith at [SIDES@labor.idaho.gov](mailto:SIDES@labor.idaho.gov) or 208-332-3577 x3304. Mr. Smith is also the person to contact if Idaho employers are experiencing issues when trying to use SIDES E-Response.



## Iowa

To participate in E-Response, you will need a PIN. To request a PIN, please submit an email with the following information: a) State Employer Account Number; b) Federal employer account number; and c) email(s) that you wish to receive the notifications. We will email your PIN to the email

provided when the account has been activated. For questions or to request a PIN please send an email to: [IWD-SIDESINFO@iwd.iowa.gov](mailto:IWD-SIDESINFO@iwd.iowa.gov).



## Illinois

For information and to sign up for E-Response, employers can visit <http://www.ides.illinois.gov/SIDES>. Step-by-step instructions are listed in this Employer Training Guide. For other assistance, call the IDES Employer Hotline at 1-800-247-4984.



## Indiana

Indiana Department of Workforce Development has implemented SIDES E-Response to exchange separation information and potential charging liability information with employers. Employers can learn more about and register for the SIDES E-Response program in Indiana by navigating to [www.in.gov/dwd/sides.htm](http://www.in.gov/dwd/sides.htm). Janey Watkins-Sondrini is the SIDES Program Coordinator in Indiana and can be reached via email sent to [SIDES@dwd.in.gov](mailto:SIDES@dwd.in.gov) or by calling 317-233-4013.



## Kansas

Employers can access information on SIDES and SIDES E-response from our employer website <http://www.kansasemployer.gov/>. To sign up for E-Response employers may update their employer tax accounts at <https://www.kansasemployer.gov/uitax/account/login.aspx>. From this link employers can sign up for SIDES E-Response by accessing the employer maintenance page, entering an e-mail address under the UI SIDES Email Addresses to which they wish their notices to be routed and clicking on the SIDES E-Recipient – Participant check box. Need help? Contact [kdol.sides@ks.gov](mailto:kdol.sides@ks.gov).



## Kentucky

Employers can visit <https://kewes.ky.gov> and choose “Address Update” from the left hand menu where you can elect to enroll in SIDES and receive email notifications. The Kentucky Employer Identification Number and PIN as well as the associated Federal Employer Identification Number will be

required. You can email [uitax@ky.gov](mailto:uitax@ky.gov) or call 502-564-2168 from 8:30am – 4:30pm ET with questions.



## Louisiana

Louisiana is in the pilot stages of implementing E-Response. Once fully implemented, additional information will be provided here.



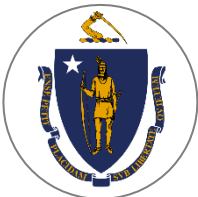
## Maine

Employers can register with SIDES E-Response at <https://gateway.maine.gov/sides/sides>. For assistance call Employer Services Division (207) 621-5120 option 3.



## Maryland

When you receive a Request for Separation Information, you may respond on line at <https://uisides.org> You will need your Maryland employer account number, Federal Employer Identification Number and an access code (Internet Key) which is printed on the form. For more information, visit <http://www.dllr.state.md.us/employment/uisides.shtml>.



## Massachusetts

Massachusetts has not implemented SIDES E-Response.



## Michigan

To submit an E-Response reply, employers will need FEIN, Michigan UIA Tax Account Number, and PIN. To generate an email PIN request, Michigan has implemented SIDES E-Response. Employers that do not currently have a SIDES Pin can logon their MIWAM account and create their own pin. It is located under the “I want To” section of MiWAM. Click on the Link labeled Sign Up for SIDES E-Response and create a four-digit pin. For information or assistance with SIDES E-Response contact the Office of Employers Ombudsman at (855) 484-2636, option 5 or email [OEO@michigan.gov](mailto:OEO@michigan.gov).



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## Mississippi

To submit an E-Response request, employers will need their Federal Employer Identification Number (FEIN), MDES Employer Account Number (SEIN) and authorization code (PIN) listed on the form UI-21AE, Notice to Employer of Claim Filed and Request for Information. For assistance contact MDES at [SIDES@mdes.ms.gov](mailto:SIDES@mdes.ms.gov) or (601) 321-6463.



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## Missouri

For more information concerning SIDES E-Response, visit <http://www.labor.mo.gov/des/sides/>. For other assistance, contact them by calling 1-800-320-2519 or by email at [esuiclaims@labor.mo.gov](mailto:esuiclaims@labor.mo.gov). The following local phone numbers are also available: 573-751-9040, 816-889-3101, 314-340-4950 and 417-895-6851.



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## Montana

Montana has implemented SIDES E-Response through our UI eServices for Employers [uieservices.mt.gov](http://uieservices.mt.gov) website. Existing and new UI eServices users can sign-up for E-Response by simply providing SIDES contact information either during the UI eServices access request process or after sign in. For information or assistance with SIDES E-Response contact our office at [uieservices@mt.gov](mailto:uieservices@mt.gov) or call 406-444-3834 option 2.



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## Nebraska

For more information, employers can visit <https://www.dol.nebraska.gov/SIDES>. To sign up for SIDES, employers can visit <https://networks.nebraska.gov>. For other assistance, contact the NDOL SIDES Help Desk at [ndol.uisides@nebraska.gov](mailto:ndol.uisides@nebraska.gov) or (402) 471-9910.



## Nevada

To sign up for E-Response, employers can visit [https://detr.nv.gov/Page/State Information Data Exchange System \(SIDES\)](https://detr.nv.gov/Page/State-Information-Data-Exchange-System-(SIDES)) for information and to obtain a registration form. For additional information contact the SIDES Helpdesk at (775) 684-3801.



## New Hampshire

To sign up for E-Response in New Hampshire, please email them at [NHES\\_Employer.Assist@NHES.NH.GOV](mailto:NHES_Employer.Assist@NHES.NH.GOV).



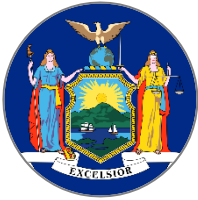
## New Jersey

New Jersey has not implemented SIDES E-Response.



## New Mexico

To sign up and receive your notices by e-mail with the ability to respond through SIDES E-Response, go to [www.dws.state.nm.us](http://www.dws.state.nm.us). You will need your New Mexico Department of Workforce Solutions Employer Account Number and your password to log into the Unemployment Insurance Tax & Claims System. Once you are logged in, on your employer home page, select Account Maintenance > Address Information > Correspondence Preferences to confirm your current correspondence delivery method is e-mail. On your employer home page, select 'SIDES E-Response Alternative' under the SIDES Information section and follow the prompts. Need help? You can email [uitax.support@state.nm.us](mailto:uitax.support@state.nm.us) or call 1-877-664-6984, and select Option 3 to speak to a representative.



## New York

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To sign up for an Unemployment Insurance Online Services account or to upgrade to SIDES E-Response, go to <http://labor.ny.gov/ui/Authentication/index.shtm>, log into to your employer account, and follow the prompts. You may also call 1 (888) 899-8810 and choose Option 2, then Option 4. A representative will review your account and sign you up for E-Response.



## North Carolina

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For information on how to use SIDES E-Response in North Carolina, please call (919) 707-1150.



## North Dakota

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Included on the Notice of Claim are instructions and tips explaining how an employer can use SIDES E-Response in North Dakota. When you receive a Notice of Claim simply follow the instructions to reply on-line at <https://uisides.org>. A user guide is provided on the SIDES E-Response site. For additional information you may call (701) 328-2866.



## Ohio

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For assistance with E-Response registration, please contact the support unit at [EMPCHRG@jfs.ohio.gov](mailto:EMPCHRG@jfs.ohio.gov). When contacting the unit, please include your Ohio employer account number, Federal Employer Identification Number (FEIN), and a contact email address. The contact email address will be used to receive notifications that a separation information request against the employer account is available in the E-Response system. After processing the registration request, the support unit will contact you with the applicable information needed to utilize the E-Response system.





## Oklahoma

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Oklahoma has not yet implemented SIDES E-Response. When they do, contact information will be posted here.



## Oregon

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For help on how to use SIDES E-Response in Oregon please either call 503-947-1685 or email to [Oregon.sideshelp@oregon.gov](mailto:Oregon.sideshelp@oregon.gov). To log on: The Federal Employer Identification Number (FEIN) is entered without dashes (Example: 000000000). The State Employer Identification Number (SEIN) is entered using 7 digits, a dash, and the additional digit (Example: 0000000-0).



## Pennsylvania

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Employers with questions may email [PASIDES@pa.gov](mailto:PASIDES@pa.gov) or call **717-783-0612**, or find more information at [State Information Data Exchange System \(SIDES\) \(pa.gov\)](http://www.pa.gov). When logging in, no hyphens are needed; instead, employers should use 9 digits in the Federal Employer Identification Number (FEIN) field, e.g., 231234567, and 7 digits in the State Employer Identification Number (SEIN) field, e.g., 0012345. Employers able to log into the [UC Benefits system](#) can also use single sign on to access their Separation Information requests by either clicking "Claimant Separation Form" from the dashboard, or "More Unemployment Services", then "SIDES E-Response", and then "Separation Information (SI)".



## Puerto Rico

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For E-Response assistance contact the Puerto Rico Help Desk by phone at 787-625-3137 ext 2506, by fax at 787-945-7471 or email them at [PRSIDES@trabajo.pr.gov](mailto:PRSIDES@trabajo.pr.gov). For additional information, go to <http://www.trabajo.pr.gov>



## Rhode Island

Employers can enroll for E-Response at:

<https://dltweb.dlt.ri.gov/empaddchg2013/>

Employers will need their federal and state Employer Registration Number to log in. Rhode Island's Helpdesk for E-Response can be contacted at:

[dlt.eresponsehelp@dlt.ri.gov](mailto:dlt.eresponsehelp@dlt.ri.gov).



## South Carolina

To register in SIDES E-Response go to

<https://www.dew.sc.gov/employers/employer-separation-response/sides-e-response>. For additional questions contact [UI-email-ER-Registration-DL@dew.sc.gov](mailto:UI-email-ER-Registration-DL@dew.sc.gov).



## South Dakota

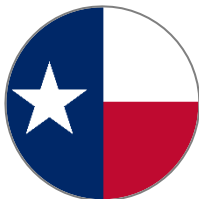
Employers may register for E-Response at [www.sdjobs.org](http://www.sdjobs.org). Choose Unemployment Insurance in the "Learn About Programs" box, and "State Information Data Exchange System" in the left-hand panel. Information is also available by calling (605) 626-2312.



## Tennessee

No Employer registration is required to use SIDES E-Response. Go to

<http://www.tn.gov/workforce/article/sides-and-eresponse> or send an email may be sent to [sides.helpdesk@tn.gov](mailto:sides.helpdesk@tn.gov) for questions.



## Texas

For information about E-Response, call Texas Workforce Commission's employer help line at (512) 936-4348 or e-mail

[SIDESERESPONSE@twc.state.tx.us](mailto:SIDESERESPONSE@twc.state.tx.us).



## Utah

For information about E-Response contact the Employer line phone number - (801) 526-4400 option 4, then option 1.

UI Helpdesk Email - [dws\\_uihelp@utah.gov](mailto:dws_uihelp@utah.gov)

Employer Website - <https://jobs.utah.gov/ui/employer/employerhome.aspx>. Click on Claims, log into your employer account with Utah, and follow the prompts for E-Response.



## Vermont

Vermont is in the pilot stage of SIDES E-Response. For questions contact Employer Assistance Line at (877) 214-3331.



## Virginia

Employers interested in signing up for SIDES E-Response should contact [SIDESTeam@VEC.Virginia.gov](mailto:SIDESTeam@VEC.Virginia.gov). Be sure to provide your Virginia Employer Account Number, your Federal Identification Number (FEIN), and contact information. You will be contacted with more details concerning the SIDES program. For more information, visit <http://www.vec.virginia.gov/employers/sides>.



## Virgin Islands

For E-Response assistance contact St. Croix Office at (340) 773-1994 and St. Thomas office at (340) 776-3700 or contact by email at [visides@dol.vi.gov](mailto:visides@dol.vi.gov).



## Washington

Employers can register for SIDES E-Response by logging into eServices at [esd.wa.gov](http://esd.wa.gov) and selecting "SIDES E-Response" on the bottom-left of the page.

E-Response will send employers notifications when a former employee applies for unemployment benefits. These notifications will ask employers to log in to [uisides.org](https://uisides.org) and to provide the following information:

- Federal Employer Identification Number (FEIN) without the hyphen.
- ESD number.
- SIDES personal identification number (PIN).

If employers don't know this information, they can log in to eServices at [esd.wa.gov](https://esd.wa.gov) and select "SIDES E-Response" on the bottom-left of the page.

For questions about E-Response, go to our Request for Separation Information [page](#). For questions about logging into eServices, contact us at [ESDGPSAWissues@esd.wa.gov](mailto:ESDGPSAWissues@esd.wa.gov) or at 855-682-0785.



## West Virginia

West Virginia has implemented both SIDES E-Response & Wage Verifications. Employers can register for these services through an On-Line Registration Form. For SIDES information and to register for this service, please visit: <http://workforcewv.org/online-employer-services.html>. For assistance, employers can reach our SIDES Help Desk at (304) 352-0946 or by emailing ([WorkForceSIDES@wv.gov](mailto:WorkForceSIDES@wv.gov)).



## Wisconsin

On your UCB-16 Separation Notice you receive in the mail, you will see instructions and tips (on both sides) explaining how an employer can use SIDES E-Response in WI. When you receive your UCB-16 simply follow the instructions to reply on-line at <https://uisides.org>. For more information, see <http://dwd.wisconsin.gov/ui/sides>.



## Wyoming

Employers can visit <https://dws.wyo.gov> for E-Response information.

