



Alaska Employer Unemployment Insurance Tax



Frank H. Murkowski, Governor

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JUNEAU

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TDD - Relay Alaska Operator
1-800-770-8973

UI TAX OFFICES

UI Tax Representative
Toll Free 1-888-448-2937

Anchorage UI Tax
3301 Eagle St., Rm. 106
P.O. Box 241767
Anchorage, AK 99524-1767
(907) 269-4850
FAX (907) 269-4845

Fairbanks UI Tax
675 Seventh Ave.
Station L
Fairbanks, AK 99701-4595
(907) 451-2876
FAX (907) 451-2883

Juneau UI Tax
1111 W. Eighth St.
Rm 203
P.O. Box 25509
Juneau, AK 99802-5509
(907) 465-2787
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Kenai UI Tax
11312 Kenai Spur Hwy.
Suite 2
Kenai, AK 99611-9106
(907) 283-4478
FAX (907) 283 -5152

Wasilla UI Tax
877 Commercial Drive
Wasilla, AK 99654-6937
(907) 373-2682
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New Mandatory Information Poster

The U.S. Department of Labor has published a new poster, "Your Rights Under the Uniformed Services Employment and Reemployment Rights Act (USERRA)".

The USERRA protects the job rights of individuals who voluntarily or involuntarily leave employment positions to undertake military service. It also prohibits employers from discriminating against past and present members of the uniformed services, and applicants to the uniformed services.

Employers are required to display this poster where employee notices are customarily placed.

This federally required poster is available to employers **at no cost** on the Alaska Department of Labor & Workforce Development web page under the "Employment Related Posters" link at: <http://labor.state.ak.us/lss/posters.htm>

UI Fraud Costs You \$\$\$

Unemployment Insurance Fraud is a billion-dollar industry costing YOU, the employer, higher than necessary tax rates.

What can you do?

Enter the correct "**Date of Hire**" on the Alaska New Hire Reporting Form provided by the Division of Child Support Services. The "Date of Hire" should be the most recent date this individual began work or returned to work after a break. If you have questions or if you suspect an individual might be receiving UI benefits illegally, contact Benefit Payment Control at 907-465-2863 or call the toll-free telephone number 1-888-810-6789.

Are You Hiring Summer Help?

If you hire someone temporarily, or seasonally, you must report them. Payments made to workers hired to provide service within the usual course of your business are employees and must be reported for unemployment insurance purposes. Some examples of paid employees that should be included on your quarterly tax report are:

- Tour Guides
- Hunting and Fishing Guides
- Tour Bus Operators
- Seasonal Pilots and Boat Operators
- Street Vendor Workers
- Students Working in the Tourism Industry
- Camp Counselors
- Fair and Carnival Workers

On-Line Services

The Employment Security Division has on-line web services available for Quarterly Contribution Reporting. This on-line process allows you to:

- Enter wage information for filing single or multiple accounts.
- Upload wage details by sending a computer file over the web.
- Submit zero or "no wages" reports.

Some of the benefits to filing on-line are:

- Faster than completing the paper form
- Taxes for contributions are calculated by the system
- Employee Information from the previous quarter is pre-filled
- Reduction in keying or typing errors
- E-mail confirmation that your report was received

To file, go to: <http://www.labor.state.ak.us/estax/home.htm>

Click on the link: *ONLINE* Employer Quarterly Contribution Reporting

Quarterly Tax Reporting Tips

- Before requesting your on-line web service (PIN) Personal Identification Number, you may need to add our e-mail address to your spam protection software. Some spam blockers will prevent you from receiving our e-mail notifying you of your PIN. Our e-mail address is ESD_Tax@labor.state.ak.us.
- For employers who mail in your Wage Schedule attached to your Quarterly Contribution Report form, or if you have designed your own Quarterly Contribution Report form using Microsoft Word, please use the Standard 12pt font. Using the 12 pt font will decrease the chance of keying errors occurring as the reports are being processed.