



Quarterly News

Administrative Rules Adopted

Administrative rules adopted January 1, 2019 impact some employers and third-party reporting agents.

Beginning with first quarter 2019 report filing, employers with 20 or more employees during the prior calendar year will be required to file their UI quarterly reports electronically. Additionally, third party agents (external accounting or bookkeeping firms, etc.) who prepare reports on behalf of employers must also file electronically. Failure to file electronically may deem the report as untimely and subject the employer to a late file penalty. The department will be contacting employers with 20 or more employees to provide instructions and offer assistance on electronic filing. Get started now by going to uieservices.mt.gov or call 444-3834 (press option 2) for assistance.

The rules also clarify in a partial business successorship, the portion of the experience rating record transferred is in proportion to the payroll transferred from the predecessor to the successor in the current and four preceding calendar quarters. This rule also clarifies the penalty assessed on an employer who knowingly violates the unemployment insurance experience rating provisions.

Lastly, the rules clarify that employment by a dependent of one partner in a partnership, who cannot be claimed as a dependent by all partners in a partnership, must be covered by unemployment insurance. However, employment by a sole proprietor's spouse and dependents, or dependent(s) of a person who is in partnership with their spouse, are excluded from unemployment insurance coverage.

SafetyFestMT

The first SafetyFest in 2019 will be held in Missoula the week of March 25-29. To obtain further information, go to <http://safetyfestmt.com/>.

eServices Webinar January 8th, 2019 - 1:30pm

Come tour *UI eServices* for Employers (eServices) with us! On Tuesday, January 8th, 2019 at 1:30 p.m. (MST), join us for a webinar showcasing eServices. We'll go over the registration process and demonstrate how easy it is to navigate the site, file reports, make payments and more.

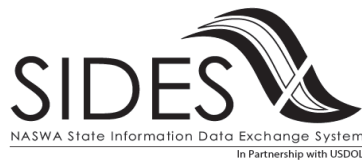
To register for the webinar, send an email to uieservices@mt.gov. Please include your name, contact information, and the name of the business you represent.

Do you have the right Authorization Form?

Effective January 1, 2019, an updated authorization form will be available for your use. We require authorization forms from employers to release information to any third party. This includes mailing tax and benefit related correspondence to anyone other than the business's mailing address and/or allowing another person or entity to access your UI eServices account.

Currently we have two forms available, one for authorizing eServices access (including SIDES) and another authorizing us to communicate verbally or in writing to another party. The new form will include all authorization options in one.

Please visit www.uid.dli.mt.gov/forms to obtain the most recent version of our authorization form. Using outdated or unapproved forms may result in access to information being denied.



SIDES Changes are Coming!

SIDES E-Response is a convenient and secure way to electronically respond to requests for information regarding unemployment insurance benefit claims. Montana employers can access SIDES E-Response through our *UI eServices* for Employers website (uieservices.mt.gov).

After the first of the year, employers (or their agents) will no longer be restricted to one SIDES contact for all SIDES requests. Participating employers will be able to designate a different contact for each SIDES E-Response exchange (type of request).

Coming late February 2019, the national SIDES development team will be rolling out an updated Monetary and Potential Charging Exchange (MPC) to streamline and enhance the SIDES experience, making responding even easier. To implement these changes, SIDES e-Response for MPC will be down all day February 20th, 2019.

Log on to eServices today and get signed up for SIDES!

Confidential Information

The Montana Unemployment Insurance Division must notify employers that wage information and other confidential unemployment insurance information may be requested and used for governmental purposes other than unemployment compensation. For example, federal and state law allows use of confidential UI information to verify an individual's eligibility for other government programs.

We take our responsibility to protect the confidentiality of employer and claimant information very seriously. Confidential UI information, including your name, address, FEIN, UI account number, wage information, and social security numbers of individuals, is released only after careful verification of the requesting authority.

2019 Contribution Rates & Taxable Wage Base

UI Tax Rate Notices for 2019 were mailed to employers or their authorized agents the week of December 10. Contribution rates for 2019 were set using rate schedule 1. If you misplaced your 2019 tax rate notice, you can look up your rate or print a copy of your rate notice on UI eServices (uieservices.mt.gov), or you may get a copy by calling 406-444-3834.

In addition, the taxable wage base is changing to \$33,000 in 2019, an increase from \$32,000 in 2018.

If you use payroll software to do your taxes, be sure to update your 2019 rate and 2019 taxable wage base AFTER you file your fourth quarter 2018 quarterly report.

Bonuses

Remember to include any bonuses paid to employees on your UI quarterly wage report. All cash or non-cash payments given to employees for services performed are considered wages. For more information on reportable wages and employment, see Section 3 in our Employer Handbook which can be found online at <http://uid.dli.mt.gov/>.

Phone Line for Questions on Benefit Charging or Claims

Call the Employer Benefit Claims Phone Line at 406-444-0399. We are here to help! Hours are 8 am - 4 pm (closed for lunch 12 - 1).