



Quarterly News

Is Your Address Up to Date?

An outdated or incorrect mailing address can have unfortunate consequences, including the **loss of rights to respond when UI benefit claims are filed**. Failing to respond to requests for information when benefit claims are filed, can lead to benefit charges on your employer account, which could lead to an increased tax rate. It is all connected!

Log into **UI eServices for Employers** uieservices.mt.gov to review the address(es) we have on file for your UI account/business and make any necessary changes. Under Names and Addresses at the top of the first screen after logging in, click on the respective blue hyperlinks.

When reviewing or updating your mailing address, please make sure the address on file is the business' mailing address and not the address for your accountant or any other third-party payroll provider. If you would like mail sent to a third party, we can do that using other address options. But to ensure the continuous and timely flow of information, the mailing address on the account should always be the business' mailing address.

On eServices, you will see options to add/update additional addresses for Benefit Separation or Benefit Charge information. If those are left blank, correspondence related to benefits will be sent to the mailing address (if you are not signed up for SIDES E-Response). If you would like benefit related information sent elsewhere update those addresses accordingly. OR, submit an [Authorization Form](#) through eServices indicating what you would like mailed to a third-party (and any other access you might want them to have) and we will update your account accordingly.

If your business' physical address is different than the mailing address, please provide that as well. No mail will be sent to the physical address (unless it is the same as the mailing). The physical address must be a Montana location.

Need to update the owners, officers, or other responsible parties on your account? That can be done on eServices too! Under Account Services select Update/Add Responsible Party.

Important Change to Additional Fact-Finding Timeframe

A change to the response time allowed for benefit claim **additional fact-finding requests** was implemented in April. Pursuant to [Administrative Rules of Montana \(ARM\) 24.11.206](#), responses to additional fact-finding requests are **due within 2 business days** (48 hours).

Initial requests for information continue to have an 8-day response time.

If you have not already, we encourage all employers to sign up for [SIDES E-Response](#) to receive and respond to requests for information electronically. Log into UI eServices for Employers (uieservices.mt.gov) to sign up for SIDES.



ASSISTANCE *for* BUSINESS CLINIC

We are excited to report on-site, in-person sessions are being planned for the 2022 Assistance for Business Clinics! The fall calendar is still a work in progress, but successful live sessions were conducted in early June in Great Falls, Lewistown, Miles City, Sidney, and Wolf Point.

As it becomes available, more information, the schedule, and prior recorded sessions can be found at dli.mt.gov/resources/abc-clinics or contact Andy Shirtliff at andy.shirtliff@mt.gov or (406) 444-6171.

Attention Cannabis Employers!

If your business includes the growing and selling of your product directly to consumers, you are subject as a regular employer under Montana Unemployment Insurance (UI) law and rule. You are not considered an agricultural employer for the purposes of Montana UI subjectivity. The NAICS code that applies for dispensaries and all other growers who have direct sales is 459999 - Retail - all other. For more information or assistance registering with UI, contact our Registration Team at (406) 444-3834.



Not a SIDES participant yet? Why not?

Over 50% of Montana employers are utilizing SIDES E-Response to receive and respond to requests for information regarding UI benefit claims. Using SIDES E-Response is FREE and saves both employers and the state time and money.

Benefits of using SIDES E-Response include:

- Quicker notification of claims filed and potential charges to your employer account.
- Greatly reduces the chance of forfeiture of rights to protest due to lost or late responses.
- Enhances the integrity of the UI system. Better responses in a shorter time frame help to reduce waste within the UI program and prevent fraud.

Getting signed-up is as easy as logging into **UI eServices for Employers** (uieservices.mt.gov). If you are not already an eServices user, click Sign Up Here on the home page to create a logon. If you are using eServices, navigate to the Benefits Tab and add your SIDES Contact information. All that is required is the name, email address, and phone number of the person(s) responsible for responding to request for information.

Want more SIDES information or need help?

For more information on SIDES, view our [SIDES FAQ](#) on uieservices.mt.gov or contact our Montana SIDES Coordinator, Jennifer Bertrand, at jbertrand@mt.gov or (406) 255-1138.

Need assistance accessing eServices or adding your SIDES contact information, contact our eServices Customer Support Team, (406) 444-3834.

SafetyFestMT

Mark your calendars to attend SafetyFestMT in 2022!
Billings, September 20th – 23rd.
Visit safetyfestmt.dli.mt.gov for more information and registration as it becomes available.

Seasonal Workers

Did you know that your seasonal workers may qualify for UI benefits? Many Montana employers have off seasons, from construction to tourism and many other industries in between. It is common for Montana employers to temporarily lay off employees until business picks up. These workers may be eligible to receive UI benefits.

It is important to provide any employee impacted by a temporary or permanent layoff (or reduction of hours) with information regarding their potential eligibility for UI benefits. The Notice to Employees found on our Employer Resource page, uid.dli.mt.gov/employers, is a simple one-page handout you can use to provide workers with the information they need to apply.

Where do I report Remote Workers?

If the worker is working from their home, they should be reported in the state where their home office is located, not where the company headquarters are located. An occasional business trip to the headquarters for a company meeting is considered a normal business trip and does not change where they should be reported.

If you have workers who travel from state to state on an ongoing basis and their service is not localized in one state, then you would report the worker in the state where they have a base of direction and control. If there is no base of control, then the state where the employer is headquartered is taken into consideration.

Despite the different wording by each state, the laws are nearly identical in application. Review page 10 of [Montana's Employer Handbook](#) online on uieservices.mt.gov for information on our localization law.

Report Fraud

If you suspect a person or business is committing UI fraud, go to uieservices.mt.gov and select [Report UI Fraud](#) under the Helpful Links. Or call (406) 444-0072. **You can remain anonymous!**

Questions about Benefit Charges on your account?

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