

Name \_\_\_\_\_

SSN \_\_\_\_\_

You must actively seek employment during the period you collect Unemployment Insurance (UI) benefits. After you file your UI claim, keep a record of the job contacts you make using this form. You may be asked to produce this record at any time.

Contact Date	Employer Name, Address, and Telephone Number	How Contacted	Person or Website Contacted	Position Applied For	Job Order Number	Application or Resume Submitted?
		<input type="checkbox"/> In Person <input type="checkbox"/> Telephone <input type="checkbox"/> Mail/Fax <input type="checkbox"/> Internet				<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> In Person <input type="checkbox"/> Telephone <input type="checkbox"/> Mail/Fax <input type="checkbox"/> Internet				<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> In Person <input type="checkbox"/> Telephone <input type="checkbox"/> Mail/Fax <input type="checkbox"/> Internet				<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> In Person <input type="checkbox"/> Telephone <input type="checkbox"/> Mail/Fax <input type="checkbox"/> Internet				<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> In Person <input type="checkbox"/> Telephone <input type="checkbox"/> Mail/Fax <input type="checkbox"/> Internet				<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> In Person <input type="checkbox"/> Telephone <input type="checkbox"/> Mail/Fax <input type="checkbox"/> Internet				<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> In Person <input type="checkbox"/> Telephone <input type="checkbox"/> Mail/Fax <input type="checkbox"/> Internet				<input type="checkbox"/> Yes <input type="checkbox"/> No
		<input type="checkbox"/> In Person <input type="checkbox"/> Telephone <input type="checkbox"/> Mail/Fax <input type="checkbox"/> Internet				<input type="checkbox"/> Yes <input type="checkbox"/> No

\*In compliance with the Privacy Act of 1974, a Social Security Number is mandatory on this form pursuant to 20 CFR 666.150 and/or North Dakota Century Code 52-02-02. This number is used by Job Service North Dakota for identification, federal and state tax program eligibility purposes, and program performance accountability.