



MISSOURI DEPARTMENT OF LABOR AND INDUSTRIAL RELATIONS
**DISASTER UNEMPLOYMENT ASSISTANCE (DUA)
INFORMATION FOR FILING A CLAIM**

If you are unemployed due to the disaster, you need to file a claim for regular unemployment insurance (UI) benefits. If you do not qualify for any other type of unemployment benefits, you may be eligible for disaster unemployment assistance (DUA). You also may qualify for DUA benefits if you were unable to begin a job or self-employment because of the disaster.

WERE YOU WORKING FOR SOMEONE ELSE?

If you have been working for an employer that does not report wages for unemployment purposes, the Division of Employment Security (DES) needs copies of your check stubs, W-2 forms, or other proof of your wages for the most recently filed tax year.

The DES will also need a copy of your Social Security card.

WERE YOU SELF-EMPLOYED?

To help in filing your claim, the DES needs a copy of your Social Security card and a **COMPLETE SET OF YOUR FEDERAL INCOME TAX FORMS** for the most recently filed tax year. Federal forms needed may include:

- Form 1040 – U.S. Individual Income Tax Return
- Schedule C – Profit or Loss from Business (Sole Proprietorship)
- Schedule C-EZ – Net Profit from Business (Sole Proprietorship)
- Schedule F – Profit or Loss from Farming
- Schedule K-1 – Partner’s Share of Income, Deductions, Credits, etc.
- Schedule SE – Self-Employment Tax

Income reported on Internal Revenue Service (IRS) Form 4797, “Sales of Business Property,” or IRS Form 4835, “Farm Rental Income and Expenses,” cannot be used in the calculation of DUA benefits.

Adult family members who are self-employed in the same business may be able to use the wages from this business to file separate DUA claims.

If you are not able to find the tax forms or other proof needed, you need to provide a signed statement of earnings or net income for the most recently filed tax year.

YOU SHOULD FILE YOUR DUA CLAIM AS SOON AS POSSIBLE. FEDERAL DUA RULES REQUIRE CLAIMS TO BE FILED WITHIN 30 DAYS OF THE DATE THE DISASTER IS DECLARED BY THE STATE UI AGENCY.

If you need information on HOW or WHERE to file a claim, call 800-788-4002.

Benefits Section (DUA)
Missouri Division of Employment Security
P.O. Box 2313
Jefferson City, MO 65102-2313
Fax 573-751-5040
www.labor.mo.gov/DES
esuiclaims@labor.mo.gov

Privacy Act of 1974

The Privacy Act of 1974, as amended, and the Deficit Reduction Act require notification because you are being asked to furnish your SSN.

Your SSN is used under the authority of Chapter 288 of the Missouri Revised Statutes and 8 CSR 10-4.010 of Missouri regulation, and the Internal Revenue Code of 1986 [26 USC §§85, 6011(a), 6050B, and 6109(a)].

Your SSN will be used to report your unemployment benefits to the IRS as income that is potentially taxable. It will be used as a record for processing your claim, for statistical purposes, and to compare records with other state and federal agencies. The DES cannot file or process your claim for unemployment benefits if you do not provide your SSN.

Information submitted to the DES by you or your current or former employer may be requested and utilized for other governmental purposes, including but not limited to, verification of eligibility under other government programs.

Your SSN will be verified with the Social Security Administration.

IMPORTANT: If needed, call 573-751-5113 for assistance in the translation and understanding of the information in this document.

¡IMPORTANTE!: Si es necesario, llame al 573-751-5113 para asistencia en la traducción y entendimiento de la información en este documento.

Missouri Division of Employment Security is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. TDD/TTY: 800-735-2966 Relay Missouri: 711