



TELEPHONE HEARING INFORMATION

The purpose of the hearing is to review the determination made by the Division of Employment Security.

- **Documents:** If you have documents other than the documents included in the appeals packet that you want to have considered, you **MUST** provide copies of your documents to all parties and the referee before the hearing. Their addresses are on the front of this page.
- **Quiet Place for Hearing:** You should find a place to participate in the hearing that is free of distractions and noises.
- **Witnesses:** When asked by the referee, give the first and last names and phone numbers of witnesses who have agreed to testify. You must have this information ready; the referee will not wait for you to find the phone numbers.
- **Attendance:** If you filed the appeal and do not participate in the hearing, your appeal will be dismissed. If the other party filed the appeal and you do not participate in the hearing, your evidence will not be used to make the decision.
- **Problems:** If you have any problems, please contact the referee's office at the telephone number listed on the bottom front of this page.

***IMPORTANT:** If needed, call 573-751-3913 for assistance in the translation and understanding of the information in this document.*

***¡IMPORTANTE!** Si es necesario, llame al 573-751-3913 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

**** See first page for date and time of hearing ****