

Identity Verification Checklist for Unemployment Benefits

If you apply for unemployment benefits, you will need to provide:							
1. Photo Identification 2. Full Legal Name* 3. Date of Birth 4. Legal Presence in the U.S. 5. Social Security Number (SSN) 6. Street Address** 7. Bank Account***	PHOTO ID	FULL LEGAL NAME*	DATE OF BIRTH	LEGAL PRESENCE IN U.S.	SOCIAL SECURITY NUMBER	STREET ADDRESS**	BANK ACCOUNT ***
Copies of the documents listed below can be submitted as proof of these items.							
OHIO DRIVER'S LICENSE, IDENTIFICATION CARD, or LEARNER'S PERMIT	X	X	X	X		X	
NON-OHIO DRIVER'S LICENSE, IDENTIFICATION CARD, or LEARNER'S PERMIT	X	X	X				
U.S. PASSPORT (PHOTO AND SIGNATURE PAGES REQUIRED)	X	X	X	X			
U.S. PERMANENT RESIDENT CARD	X	X	X	X			
U.S. EMPLOYMENT AUTHORIZATION	X	X	X	X			
U.S. MILITARY IDENTIFICATION	X	X	X				
FOREIGN PASSPORT WITH U.S. VISA	X	X	X				
STUDENT IDENTIFICATION	X						
U.S. BIRTH CERTIFICATE		X	X	X			
U.S. CERTIFICATE OF CITIZENSHIP		X	X	X			
U.S. CERTIFICATE OF NATURALIZATION		X	X	X			
SOCIAL SECURITY CARD					X		
W-2 WITH FULL SSN (CURRENT OR PREVIOUS TAX YEAR)					X	X	
1099 WITH FULL SSN (CURRENT OR PREVIOUS TAX YEAR)					X	X	
PAYSTUB WITH FULL SSN					X	X	
W-2, 1099, or PAYSTUB WITHOUT FULL SSN						X	
UTILITY BILLS (WITHIN THE LAST 6 MONTHS)						X	
MORTGAGE/LEASE AGREEMENT (WITHIN THE LAST 12 MONTHS)						X	
BANKING DOCUMENT WITH LAST 4 DIGITS OF ACCOUNT NUMBER (must have been issued within last 12 months and show the account holder name)						X	X
VOIDED CHECK							X
<p>* If your full legal name is different from the provided documents, you must provide one of the following:</p> <ul style="list-style-type: none"> • Marriage certificate • Court order name change • Decree of divorce, disillusionment, or annulment 							

**** If you listed a post office box as your mailing address, you must provide the form “PS Form 1093 – Application for Post Office Box Service.”**

***** If you choose to receive benefits on a ReliaCard, you do not need to provide a bank account number.**

The easiest way to provide the needed documents is through your online account. After you log in, select “View Notices and Determinations” and then attach the document(s) you would like to submit to the “Notice of Eligibility Issue.”

If the deadline for submitting the documents has passed, you will have to submit them by email, fax, or U.S. mail. Be sure to include your name, claimant ID, and/or the last 4 digits of your Social Security number. Also note whether any information (such as your name, address, or bank account) needs to be updated on your account.

Email: UI_Respond@jfs.ohio.gov

Fax: 1-614-466-7449

U.S. Mail: Ohio Department of Job and Family Services
P.O. Box 182212
Columbus, OH 43218-2212