How to file for
Unemployment Benefits

Step 1:

Collect any income-related information

like paystubs, etc.

Step 2:

Fill out an application online

Please note your assigned filing days based on the first letter of your last name.

Unemployment Benefits are taxable income, so you will need to answer whether you want taxes to be withheld or not (and if so, whether you want state taxes, federal taxes, or both to be withheld).

Be prepared to provide your work history for the last eighteen months.

COLORADO
Department of
Labor and Employment

Step 3:

Review your claim before submitting it

and write down your payment request dates.

Step 4:

Register with your local Workforce Center

If filing online please complete your Workforce Center registration with Connecting Colorado at **ConnectingColorado.com**