



**UNEMPLOYMENT INSURANCE PROTEST (EMPLOYER)**

State Form 54244 (R6 / 5-20), DWD 640-P  
INDIANA DEPARTMENT OF WORKFORCE DEVELOPMENT  
CONFIDENTIAL RECORD PURSUANT TO IC 22-4-19-6, IC 4-1-6

RECEIVE AND PROTEST UI CLAIM NOTICES  
**ELECTRONICALLY** with  
**SIDES** (State Information Data Exchange System)  
For more information and to register visit  
[in.gov/dwd/sides.htm](http://in.gov/dwd/sides.htm)

\*This agency is requesting the disclosure of the claimant's Social Security Number in accordance with IC 4-1-8-1; disclosure is mandatory and this record cannot be processed without it.

Name of Claimant \_\_\_\_\_ Social Security Number \_\_\_\_\_ Benefit Year End \_\_\_\_\_

Claimant Street Address, City, State and ZIP Code \_\_\_\_\_

Employer \_\_\_\_\_ Indiana SUTA (Employer Account Number) \_\_\_\_\_

Employer Address, City, State and ZIP Code \_\_\_\_\_

Employee worked from: \_\_\_\_\_ to last day worked: \_\_\_\_\_  
mm/dd/yyyy mm/dd/yyyy

Brief Statement of Facts regarding separation: \_\_\_\_\_

**NOTE:** If the claimant is separated due to Layoff, Lack of work or the assignment ending, you do not need to complete this form or protest the claim.

- \_\_\_\_\_ Claimant never worked here **OR** unable to locate this claimant. (Code 52827)
- \_\_\_\_\_ Change of ownership/Predecessor-Successor/Out of business. (Code 527)
- \_\_\_\_\_ Agent no longer represents this company. (Code 52227)
- \_\_\_\_\_ Former PEO client **OR** Successor after a merger / acquisition. (Code 527)

**Reason for Separation (choose one) :**

- |  |                                       |
|--|---------------------------------------|
| _____ Quit - (Code 10)                     | _____ Discharge for Cause - (Code 20) |
| _____ Gross Misconduct - (Code 30)         | _____ Availability - (Code 70)        |
| _____ Failed/Refused Drug Test - (Code 30) | _____ Employment Status - (Code 70)   |
| _____ Still Employed - (Code 70)           | _____ School Worker - (Code 65)       |
| _____ Work Refusal - (Code 35)             | _____ Deductible Income - (Code 55)   |

**Did the claimant receive income upon separation or thereafter? - (Code 55)**  
Include specific information in statement section and/or attach documents to this submission.

- Vacation     Severance     Sick     Personal     Pension/401k     Wages     Other

Please note: You will receive additional requests from the UI Adjudication Center seeking specific details concerning the employee's separation. Please respond to these requests as quickly as possible. Failure to respond to requests from the department can result in a penalty, even if the employee is later determined ineligible.

Contact Name of Employer \_\_\_\_\_ Date \_\_\_\_\_  
mm/dd/yyyy

Signature of Employer \_\_\_\_\_ Telephone \_\_\_\_\_

Check here if you are attaching additional supporting documents to this fax, total number of additional pages: \_\_\_\_\_

**Fax Form to: UI Adjudications at 317-233-5499**