Filing Form 606 (Notice of Claim Filed) has never been easier. Our new online tool — SIDES, short for State Information Data Exchange System — makes it easy to file accurate UI separation forms.

Step 1: Go to jobs.utah.gov, click on Employers, then Unemployment Insurance.
Step 2: Log in by clicking on the text in the upper right hand portion of the screen that reads: "Hello, Click here on sign in. Enter your unemployment and password or register as a first time user.
Step 3: Click Add Employer, and now a recently mailed Form 606 (Notice of Claim Filed) to obtain the Employer ID and Document numbers.
Step 4: Click on Sign Up for electronic correspondence.

Note: If requests sent before you signed up will still need to be completed manually. All future requests will be completed through the SIDES web portal.

jobs.utah.gov/ui/employer