BETWEEN IS INFORMATION THAT MAY BE HELPFUL WHILE YOU ARE APPLYING FOR UNEMPLOYMENT INSURANCE IN CALIFORNIA AMID COVID-19 CONCERNS.

Please note, the information below is not intended to provide, and does not constitute, legal advice. It is for general informational purposes only. If you have a specific question about your situation, please reach out to a non-profit legal service provider.

A. Here is a list of documents or information to have on hand before you apply for UI:
   - Your social security number
   - The date you last filed for unemployment insurance, if you ever have
   - Your driver's license
   - Estimates of your total wages while you worked for Lyft, Uber, or other app-based companies
   - The dates that you started and stopped with all companies for whom you performed work
   - The mailing information for all of your employers for the last 18 months. Here is the mailing information for Uber and Lyft (add others if you did any other work):
     - Uber:
       Uber Technologies, Inc. OR Rasier LLC
       1455 Market St., 4th Floor
       San Francisco, CA 94103
       (800) 593-7069
     - Lyft:
       Lyft, Inc. OR Lyft Center, Inc.
       185 Berry St., Suite 5000
       San Francisco, CA 94107
       (855) 865-9553
     - Here is the website you can use to find a business mailing address if you have additional employers: [https://businesssearch.sos.ca.gov/](https://businesssearch.sos.ca.gov/)

   - To start the application, apply online here: [https://edd.ca.gov/Benefit_Programs_Online.htm](https://edd.ca.gov/Benefit_Programs_Online.htm)
     - Note: The Employment Development Department (“EDD”) will be the office where your eligibility for extended benefits or Pandemic Unemployment Assistance will be processed.

B. Some other notes for when you apply:
   - Workers without a permanent address, including those residing in their vehicles, can use General Delivery through USPS. General Delivery allows these workers to pick up their mail at their local USPS office.
     - When prompted to provide an address, enter “General Delivery” in the street address line, and include the city, state, and zip code as appropriate. Workers using this method should continue tracking their claims online.
• When the application prompts you to list a supervisor, if you did not have a supervisor, you can reply, “Not Applicable.”

• After you select your last day of work, submit all wages described in question 2a.

• **IMPORTANT: for Question 3 under the “Last Employer Information” section:** You are eligible for unemployment benefits if you (a) lose your job through no fault of your own and (b) are ready, willing, and able to work. Below are common scenarios workers may encounter while answering the “Reason No Longer Working” question in light of the coronavirus:

  o **SCENARIO 1:** Worker A has been unable to work as much as before because there are very few passengers to give rides to, for example. Worker A selects “Still Working Part Time” in the “Separation Category” section. When providing a “Separation Explanation” the worker selects “Related to coronavirus (COVID-19).”

  o **SCENARIO 2:** Worker B is completely unable to work because there are no jobs available (e.g., no ride requests or delivery requests). Worker B selects “Laid Off/No Work” in the “Separation Category” section. When providing a “Separation Explanation” the worker selects “Related to coronavirus (COVID-19).”

  o **SCENARIO 3:** Worker C is has lost childcare and can no longer work. Worker C selects “Quit” when asked to explain why they stopped working. When providing a “Separation Explanation,” the worker selects “No Child Care.”

  o **SCENARIO 4:** Worker D lives, can still pick up passengers, but has an underlying health condition (like asthma) that makes it unsafe for them to work. Worker D selects “Quit.” When providing a “Separation Explanation” the worker selects “Safety Concerns/Working Conditions.”

• **REPORTING WAGES:** Many times, app-based employers don’t report their worker’s wages to the Employment Development Department (“EDD”). Workers will need to provide that information.

  o On the page after you have entered your last week’s earnings, in the “Add Employment Information” section, you may select “Yes” if you worked for any employer between 10/01/2018 to 12/31/2019;

  o Then click on “Add Employer.” There you’ll be able to list Uber, Lyft, or other employers and submit wage information (using the address from above);

  o Be sure to list out your “gross wages” (i.e., wages before taxes or deductions) for each **three month period** that the form asks. You may need to submit documents verifying these amounts, such as bank deposit records or screenshots of your earnings.

• In the employment history section, for Uber or Lyft’s Business, they can be listed as a “Private Employer.” Their “Business Category” is “Trans, Comm, Gas Electric & Sanitary  Transportation Services.” Workers for those businesses can be described as “Taxi Driver  Taxi Drivers and Chauffeurs.”
• **IMPORTANT**: Unemployment Insurance requires that a worker is still able to work, even while they receive benefits. Therefore, to be eligible for benefits, a worker must truthfully state that they are eligible, willing, and expect to return to work anywhere the application asks.

• A driver is not required to list that they are an “independent contractor” or that they are “self-employed” just because an app-based company says they are. EDD will make its own determination regarding the status of the worker.

• **PUBLIC HEALTH DISASTER**: Near the end of the application, workers may also indicate that they have been unemployed because of a recent public health disaster.
  - If you have lost work or cannot work because of COVID-19 (which affects most workers), you may select “Yes” when asked whether your unemployment is result of a recent disaster.
  - In question 1(a) you can select “Public Health”
  - In question 1(d) when asked “was your unemployment caused by your need to travel through a disaster county,” you can select “No” if you have not been physically prevented from driving in a county because of COVID-19.
  - In question 1(e), select the best option for your circumstances. Note that for most Uber or Lyft drivers unemployed as a result of the COVID-19 pandemic, the first option – “Unemployed Worker” - probably describes your current employment status. You are not required to select option three or four (that you are self-employed) even if your employer tells you that you are a self-employed independent contractor. Select the last option – (“Head of Household As a Result of the Disaster”) – only if you are now the primary earner for your family because the ordinary primary earner is deceased or sick.

• Be sure to review the summary screen for accuracy.

C. **After you apply**

• After submitting your application, collect documents confirming your wage history.
• If possible, collect as much as 18 months of earnings for ALL jobs.
• If you can, download pay information (e.g., screenshots of Lyft summaries on the app).
• If you can’t gather pay information from the company, you can rely on bank deposit records. For example, Uber deposits may appear as “Uber, Inc.” or “Rasier LLC.”
• After you submit your application, respond to any information from EDD, especially to provide the wage information you collected or to certify that you are continuing to search for work.
• Reach out to a legal service provider through the Coalition of Low Wage and Immigrant Worker Advocates ([www.cliwa.org](http://www.cliwa.org)) if you have questions.