Unemployment Benefits

www.vaemploy.com

You may submit your initial claim and your weekly continued claim for unemployment benefits on-line. If you prefer to speak to a Virginia Employment Commission (VEC) Representative in person regarding unemployment claim you may visit a field office.

One picture identification and one identification with your social security number are required, should you choose to apply in person.

Closest Field Offices:

Alexandria	**Winchester**	**Prince William**
5520 Cherokee Ave.	100 Premier Place	13370 Minnieville Road
Alexandria, 22312-2319	Winchester, 22602	Woodbridge, 22192
(703) 813-1300	(540) 722-3415	(703) 897-0407
(703) 813-1380 FAX	(540) 722-3418 FAX	(703) 897-0440 FAX
Dorthea Brown, Manager	**Gene Schultz, Manager**	**Gilbert Sanchez, Manager**

FILING A VIRGINIA CLAIM FOR BENEFITS

In order to file for Unemployment Insurance (UI) you must have been separated from your employer or have had your hours reduced.

To file a new claim by telephone, call toll free 1-866-832-2363.
To file a weekly claim by telephone, call toll free 1-800-897-5630

Auxiliary Aids and Services

Auxiliary aids and services are available upon request to individuals with disabilities.

Virginia Relay Center (VRC)

The Virginia Relay Center (VRC) provides telecommunications relay services to the Commonwealth of Virginia. Text Telephone (TTY) or Telecommunications for the Deaf (TDD) users can access the VRC by calling 1-800-828-1120.

You should not attempt to file a Virginia claim if:

Your last employer was a federal civilian employer in a state other than Virginia (you must file your claim against the state in which you last worked).

The only exception is if you worked as a federal civilian overseas.

Your employment within the last 18 months was performed in a state other than Virginia and **only** in that one state. Please click here for the "Out of State" telephone list in order to file your claim.

Your employment within the last 18 months was performed in **a state or states** other than Virginia.

You will need the following information to file your claim:

- Your Social Security Number
- The accurate employer names, addresses, telephone numbers and dates of employment within the last 18 months.
- The name and local number of your local union hall, if you obtain work through a union.
- Your Alien Registration Number if you are not a US citizen.
- If you have any Non-Virginia employers you must have an accurate mailing address, phone number, and dates of employment for them.
- You will be asked to select a method of payment: **VA Debit Card** or **Direct Deposit**. If you select Direct Deposit, you will need to have your Routing Number (First 9 digits located at the bottom of your checks) and your Account Number (5-17 digits, its exact location and number of digits varies from bank to bank). If you do not have this information available, please gather it before you begin to file your claim. This site is available seven days a week. The filing process takes approximately 45 minutes to complete. Please allow enough time to complete this process.