



Unemployment Insurance Minnesota

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135949290

12/06/2016

CORPORATE MANAGEMENT GROUP INC
MATT FORSS
12000 WASHINGTON ST STE 290
THORNTON CO 80241-3133

Employer Account Number: 3637311
SSN: 341-84-6558
Due Date: 12/16/2016

Unemployment Insurance Request for Information

Applicant name: KeyPatrick A Lance

Employer name: CORPORATE MANAGEMENT GROUP INC

Doing business as:

Employment start date:

Employment end date:

Average number of hours worked per
week:

Last wage:

Job title:

The following information is needed to determine the applicant's eligibility for unemployment benefits. Respond by the due date. If you do not respond, a determination will be issued from available information.

Please provide complete information about the applicant's last assignment, why it ended, and what occurred afterwards. If you believe the applicant quit by failing to request, or by refusing, additional work within 5 days of completing an assignment, you must provide a copy of the document the applicant signed advising him/her of the effect of Minnesota Statute 268.095, Subd.2

*Start date of the most recent
assignment: ___ / ___ / ____ (mm/dd/yyyy)

*End date of the most recent assignment: ___ / ___ / ____ (mm/dd/yyyy)



Unemployment Insurance Minnesota

Document ID: 135949290

The type of assignment was: (check one)

Of specific length

How long?

Of unknown or indefinite length

Temporary to hire

Other (explain)

*What were the applicant's job duties?

*What shift did the applicant work?

- First
- Second
- Third
- Other

If the shift was 'Other', explain:



Unemployment Insurance
Minnesota

Document ID: 135949290

*Did you (the employer) provide employer-paid or partially paid health insurance to the applicant? Yes No

*What was the company name and location of the applicant's last assignment?

*Did the applicant contact you (the employer) to request work after his/her last assignment? Yes No

If yes:

First date the applicant made contact: ___/___/____ (mm/dd/yyyy)

Whom did the applicant contact? Name(s)/Title(s):

What was the applicant told?

*Did you (the employer) contact the applicant at or after the end of the assignment? Yes No

If yes:



Unemployment Insurance Minnesota

Document ID: 135949290

First date the staffing employee contacted the applicant: ___ / ___ / ____ (mm/dd/yyyy)

Who contacted the applicant? Name(s)/Title(s):

What did he/she tell the applicant?

What was the applicant's response?

*If additional information is needed about this issue, whom may we contact?

*Contact person's telephone number: (____)-____-____



Unemployment Insurance
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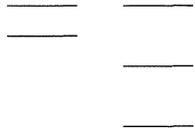
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I will be sending in documents that support my answers.

Please describe the documents.

If you wish to provide any additional information about this issue, please provide it below:

Q-420E



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Notice of Benefit Account

KeyPatrick Lance has applied for Unemployment Insurance benefits. You are an employer that did NOT pay wages during the applicant's base period. You will not be charged for benefits paid on this account.

The wages you paid to the applicant may be used in the base period for a future benefit account and you could be charged for benefits paid at that time. If you believe the applicant should not be eligible for benefits or that your account should not be charged, review the steps to contest the applicant's eligibility.

Applicant's benefit account information

Applicant's SSN:	341-84-6558
Applicant's Base Period:	10/01/2015 through 09/30/2016
Wages you paid to the applicant during the base period:	\$0.00

If the wage information is incorrect, follow the steps on the next page to correct the base period wages.

To contest the applicant's eligibility or your account should not be charged

"Raise an Issue" if there is a reason you think the applicant might not be eligible or that your account should not be charged. Raise the issue **within 10 days** of this determination to avoid unnecessary charges. Common examples of issues raised:

- Unemployed for a reason other than layoff due to lack of work.
- Still working, full or part-time.
- Received or applied for a pension, separation pay, or workers' compensation.
- Not available for work, or not authorized to work.



Unemployment Insurance Minnesota

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How to raise an issue

Online (recommended)

1. Log in to your account at www.uimn.org
2. Click *Determinations and Issue Summary*.
3. Locate the applicant.
4. Click the applicant's Social Security number.
5. Follow the instructions to raise an issue.
6. Be prepared to complete a questionnaire giving details about the issue.

By fax or mail

Send the front page of this determination and a statement describing the issue you are raising. If we need more information, you will be mailed a questionnaire specific to the issue.

Fax: 651-205-4007
Address: UI Customer Service
PO Box 4629
St. Paul, MN 55101-4629

How to correct base period wages

The wages listed are what you reported on your quarterly wage detail report. If the wages are incorrect:

1. Log in to your account at www.uimn.org
2. Click *Tax and Wage Detail Reporting* and then *Adjustment*.
3. Follow the prompts to make the correction.

Changes you make may require you to pay additional benefits paid charges.