



Department  
of Labor

Unemployment Insurance  
Division

## Notice to Employees

Employer Registration Number

1-73 ER# 04-53505 7  
HOBART & WILLIAM  
SMITH COLLEGES  
COLLEGES OF THE SENECA  
300 PULTENEY ST  
GENEVA NY 14456-3304

### Employees of this firm you are covered by the New York State Unemployment Insurance Law.

- Your employer may not deduct from your wages for this purpose.
- **If you are laid off, work less than four days a week, or resign:**
  - **Get a “Record of Employment,” form from your employer. Keep it for your records to use if you file for Unemployment Insurance benefits.**
  - The “Record of Employment,” form must have your employer’s name, registration number, and address where payroll records are kept.
- **If you file an application for Unemployment Insurance:**
  - Call the Telephone Claims Center at (888) 209-8124 (translation services are available) or
  - Go to our website at [www.labor.ny.gov](http://www.labor.ny.gov)
  - Hearing impaired individuals who have telephone Device for the Deaf (TTY/TDD) equipment may file a claim by calling a relay operator at (800) 662-1220 and requesting the operator call (888) 783-1370. Service at this number is provided only to callers using TDD equipment.

Roberta Reardon

Commissioner, New York State Department of Labor

Lars Thompson

Associate Commissioner of Unemployment Insurance

### To Employer: You must post this poster conspicuously in each workplace.

For additional posters, write to the: New York State Department of Labor, Liability and Determination Section, Harriman State Office Campus, Albany, NY 12240