

NC DEPARTMENT OF COMMERCE  
Division of Employment Security  
Post Office Box 25903, Raleigh, North Carolina 27611-5903

**FAX NUMBER: (919) 733-1370**

**Voluntary Election for Income Tax Withholdings and/or Direct Deposit of UI Benefits**

Name: \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SAVE TIME, SAVE A STAMP  
PROVIDE THIS INFORMATION ONLINE.**

Unemployment Insurance benefits are taxable and must be reported as income on your federal and state tax returns. You may elect to have DES withhold a portion of your benefits each week to meet your tax obligation. If you do not elect to have taxes withheld, you may make estimated tax payments. For more information contact the Internal Revenue Service (IRS) at [www.irs.gov](http://www.irs.gov) or the NC Department of Revenue at [www.dornc.com](http://www.dornc.com). The DES Debit Card is the default method for paying benefits. It can take up to 10 business days for you to receive your card. You may elect to have your benefits directly deposited to your bank account by going to [des.nc.gov](http://des.nc.gov) and click the link [Update Bank Account Info for Payment of Benefits](#) to request direct deposit of benefits. For tax withholding click the link [Update Federal/State Tax Withholding Rate](#). If you provide this information online you do not have to return this form to the address or fax number above. The withholding and/or direct deposit will begin after we receive and process this form.

**Voluntary Election for Deduction and Withholding of Individual Income Tax**

By placing an "X" in the appropriate box(es), I voluntarily elect to have the following withholdings made from my unemployment insurance benefits. I understand that these tax deductions will be made only after any other mandatory deductions such as child support payments have been made.

- Federal Income Tax at the rate of 10% of the gross weekly benefit amount due.  
(This rate cannot be changed.)
- State Income Tax at the rate of \_\_\_\_\_ % of the gross weekly benefit amount due.  
(You must fill in a rate. A fraction of a percent, decimal, or dollar amount cannot be processed. You must use a whole number only.)

**Signature required below.**

**Voluntary Election for Direct Deposit of UI Benefits**

I authorize the Division of Employment Security to direct deposit my unemployment insurance benefit payments into my selected account checked below (select one):

**NOTE:** If you bank with a Credit Union or Savings and Loan, please verify the routing and account numbers and complete the section below:

- Checking** - You must attach a copy of a **check**. Write "VOID" across the face of the check.  
(Deposit slips cannot be processed.)
- Savings** (Deposit slips and starter checks cannot be processed. If you provided the Direct Deposit online you do not have to send a voided check)

**Name of Bank** \_\_\_\_\_

**Bank Routing Number**

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**Bank Account Number** \_\_\_\_\_

I understand that any authorizations that I have elected will remain in effect for the duration of my unemployment insurance claim. I also understand that any request to change any part of this authorization must be in writing.

**Signature (required):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**\*\*\*SUBMISSION OF THIS FORM DOES NOT GUARANTEE ELIGIBILITY TO RECEIVE BENEFITS\*\*\***