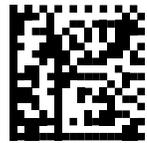




**North Carolina Department of Commerce  
Division of Employment Security  
Unemployment Insurance**



999999

**Employer Record Request**

JACK T HOOVER  
700 Main Street  
RALEIGH, NC 27000

Mail Date: February 24, 2017

Claimant Name: JACK T HOOVER  
Claimant SSN: XXX-XX-XXXX

The Division of Employment Security will conduct an appeals hearing to determine whether the claimant listed above has been overpaid unemployment insurance benefits. To ensure that an accurate determination is made, documentation of the claimant's work and earnings is being requested. Please provide copies of time cards and payroll records indicating the work and earnings for the period January 1, 2001 through January 1, 2001.

The name of an individual who is familiar with your payroll records and the employee should also be provided. This individual will need to be available to testify at a hearing when one is scheduled. Please provide the requested documents and information on or before January 1, 2001.

You may contact the Division at 919.707.1338 if you have questions.

**Please upload completed form to your Employer Portal at [des.nc.gov](http://des.nc.gov) or Mail/Fax to:**

Post Office Box 25903  
Raleigh, NC 27611-5903  
Fax Number 919.857.1296

