



## WORK SEARCH FORM

Name:		Unemployment Claim ID #:		DUA / TAA #: (If necessary)
Date of Work Search	Employer Information (Address, contact name, phone #)	Job title Applied for	Application Method (Online, In-person, Etc.)	Results

In accordance with Oklahoma Admin. Code 240:10-3-20, all individuals filing for unemployment must perform the **minimum** number of weekly work searches each week that benefits are claimed as required by OESC, unless they meet the criteria of an exempted group. All work search efforts must be recorded and maintained for two years for audit purposes.

[Auxiliary aids and services are available on request to individuals with disabilities. / Equal Opportunity Program.](#)