

# Work Search Record

For instructions on how to record your work searches and detailed explanations of your reporting obligations see the Claimant Handbook page 24.

Date Applied (MM/DD/YYYY)	Business Name, Address, Phone, Email or Website Address	Name & Title of Person Contacted	Position Applied For	Method Used to Apply (check all that apply)	Results	Email or Website Confirmation Number
				<input type="checkbox"/> In Person <input type="checkbox"/> Phone/Fax <input type="checkbox"/> Mail <input type="checkbox"/> Email <input type="checkbox"/> Website	<input type="checkbox"/> Hired <input type="checkbox"/> Pending <input type="checkbox"/> Not Hiring	
				<input type="checkbox"/> In Person <input type="checkbox"/> Phone/Fax <input type="checkbox"/> Mail <input type="checkbox"/> Email <input type="checkbox"/> Website	<input type="checkbox"/> Hired <input type="checkbox"/> Pending <input type="checkbox"/> Not Hiring	
				<input type="checkbox"/> In Person <input type="checkbox"/> Phone/Fax <input type="checkbox"/> Mail <input type="checkbox"/> Email <input type="checkbox"/> Website	<input type="checkbox"/> Hired <input type="checkbox"/> Pending <input type="checkbox"/> Not Hiring	
				<input type="checkbox"/> In Person <input type="checkbox"/> Phone/Fax <input type="checkbox"/> Mail <input type="checkbox"/> Email <input type="checkbox"/> Website	<input type="checkbox"/> Hired <input type="checkbox"/> Pending <input type="checkbox"/> Not Hiring	
				<input type="checkbox"/> In Person <input type="checkbox"/> Phone/Fax <input type="checkbox"/> Mail <input type="checkbox"/> Email <input type="checkbox"/> Website	<input type="checkbox"/> Hired <input type="checkbox"/> Pending <input type="checkbox"/> Not Hiring	
				<input type="checkbox"/> In Person <input type="checkbox"/> Phone/Fax <input type="checkbox"/> Mail <input type="checkbox"/> Email <input type="checkbox"/> Website	<input type="checkbox"/> Hired <input type="checkbox"/> Pending <input type="checkbox"/> Not Hiring	