

Signing Up For SIDES

The **State Information Data Exchange System (SIDES and SIDES E-Response)** allows companies to electronically respond to unemployment insurance (UI) information requests from the Kansas Department of Labor (KDOL). This eliminates delays at both ends caused by mailing the documents.

These programs are secure and free of charge. They help your company simplify and streamline responses to UI information requests by offering the following benefits:

- Ensures accurate information exchanges
- Minimizes UI rates
- Reduces administrative costs
- Addresses causes of UI overpayments
- Saves time

Here is some information about the different ways to participate in SIDES:

Employers can access information on SIDES and SIDES E-Response from the employer website:

<http://www.kansasemployer.gov/>.

KansasEmployer.gov

Employer Login

If you already have a username and password, log in to do any of the following:

- Submit quarterly wage reports - [How to File](#)
- Upload data files
- Use Payment Warehousing to set a payment date
- Make a payment at any time
- Report new hires
- Report changes to your business
- Get copies of past filings and reports
- Use SIDES to enter requested information

Don't have a username and password?

Create a User Name and Password

After you login you also can:

- [Apply for an unemployment insurance tax account](#)
- [Report a work layoff](#)
- [Report New Hires](#)
- [Other employer requirements](#)
- [Apply for Shared Work for your employees](#)
- [Report Fraud](#)

SIDES Participation **Start here**

The State Information Data Exchange System (SIDES) and SIDES E-Response allow companies to electronically respond to UI information requests from KDOL. This eliminates delays caused by mailing the documents. Once you are enrolled in SIDES you can use your Employer PIN to access the SIDES site.

Because no one ever said,

“More Paper Forms, Please”

State Information Data Exchange System: SIDES & SIDES E-Response

SIDES ends the Employer Notice paper trail.

SIDES E-Response is a free website that lets your respond to unemployment insurance requests electronically. No paper. No mail. No waiting. The good news is you may already be signed up. Just access the site through your Kansas Department of Labor employer login and enjoy these benefits:

- Rate-Saving**
Keeps UI rates low by preventing payments to former workers who don't meet eligibility requirements
- Fast & Secure**
Eliminates delays from mail and paper handling and multiple layers of security protect your sensitive data.
- Cost-Effective**
Reduces follow-up phone calls, appeals, postage costs, paperwork and staff allocation.
- Accurate**
Ensures complete information is provided through standard edits, validation and business rules.

Sign-up to participate in SIDES or SIDES E-Response using your **Employer Login**

Don't have a username and password? Get one [here](#) **Click here to login.**

Employers use the User ID, Password and PIN they are assigned when they get a KDOL tax account.

► **For current employers** who want to sign up for E-Response, they should login at <https://www.kansasemployer.gov/uitax/account/login.aspx> Under “What would you like to do?”, select “Maintain Account Information” under “Established Accounts.”

What would you like to do?

Sign up for SIDES E-response.

New Establishments

File a Status Report to establish a new account with the Kansas Department of Labor (for companies without an Account Number)

File a KCNS 010 Status Report to register your business for Unemployment Tax.

Established Accounts

Make a change in officer information, mailing address, and type of business.

- Re-activate an Existing Account
- Maintain Account Information**
- View Previously Submitted Status Reports.

File Quarterly Taxes for your company or for a client company. If you paid no wages for this quarter, you are still required to file a report. Please choose the \$0 Wage Report option.

Kansas DEPARTMENT OF LABOR

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Employer Serial Number: 652510
 Organization Type: Corporation
 Legal Name: FORT ANGL TRADE ASSOCIATION
 Firm Name: FORT ANGL TRADE ASSOCIATION
 Finance Option: Contributing
 Tax Rate Current Year:
 Tax Rate Preceding Year:
 FEIN: 06-4004300
 Liability Effective Date: 1/1/2013
 Liability Established Date: 3/31/2013
 Liability End Date:
 Account Status: Active
 NAICS:
 Overpayment Amount: \$0.00
 Underpayment Amount: \$0.00
 Phone Number:
 Fax Number:
 Firm Email:
 User Email: test@email.com

UI SIDES Email Addresses:
 SIDES Email 1:
 SIDES Email 2:
 SIDES Email 3:
 SIDES Email 4:
 SIDES Email 5:
 SIDES E-Recipient: Participant

SIDES E-Response – Electronic requests for separation information provide employers with additional time to respond to those requests, eliminating delays from paper mail.

To become a participant in SIDES E-Response and have your requests sent electronically, please check the box and enter your email address in the UI SIDES Email Address box. You may opt out at a later time by calling the Unemployment Contact Center.

On the right side of the account information page, employers have the ability to sign up for SIDES E-Response by entering an email address (or multiple addresses), under the UI SIDES Email Addresses, to which they wish their UI notices to be routed and then clicking on the SIDES E-Recipient: Participant check box.

► **New employers who sign up online** for a UI tax account are automatically signed up for SIDES E-Response. If they wish to add other email addresses to receive information requests, they can do so under “Maintain Account Information.”

► **New employers who obtain their new account information through a KDOL field representative** (UI auditor) will be asked if they wish to participate in SIDES E-Response. If they decide not to participate at that time, they can sign up later by logging in as a current employer.

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Unemployment
 Employers
 Workers Compensation
 Labor Market Information
 Labor Relations
 Workplace Safety
 Workplace Laws
 Agency Guidance
 Overpayments

Business Login

Important Information:
 You may use this online service to complete a Status Determination Report, K-CNS 010, apply for a state unemployment tax number, report changes to your existing account, file your Quarterly Wage Report & Unemployment Tax Return, K-CNS 100, as well as other business requirements. These include uploading data files and making payments, reporting new hires and mass layoffs.

Login Information
 * Enter Your User Name:
 * Enter Your Password:

Forgot your User Name? Please call (785) 205-5027.
 Forgot your password? [Click Here](#)

Have questions about your account or report? Use the Contact Us or Frequently Asked Questions options from the menu above.

FIND A JOB
STOP Human

Legend: * = required

What happens next?

When KDOL requests unemployment information from SIDES participants, they receive an email asking them to sign in to the website and enter the necessary information. This is fast, secure and saves money.

Remember: When signing up for SIDES, you will need your FEIN (with no dash), your State Unemployment Tax Account Number (6 digits) and the same PIN you use when accessing your employer tax account.

Need help? Email – kdol.sides@ks.gov

