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
- · Reduces administrative costs

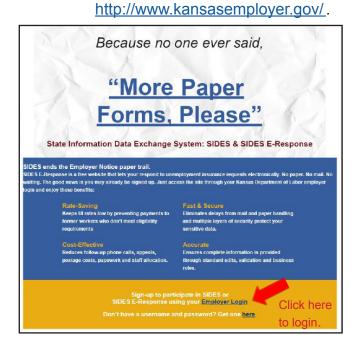
- Minimizes UI rates
- · Addresses causes of UI overpayments

· 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:

Unemployment	KansasEmployer.gov		
Employers			
Workers Compensation	Employer Login		
Labor Market Information	If you already have a username and password, log in to do		
Labor Relations	any of the following:		
Workplace Safety	 Submit guarterly wage reports - How to File 		
Workplace Laws	 Upload data files Use Payment Warehousing to set a payment date 		
Agency Guidance	Make a payment at any time Report new hires		
Overpayments	Report new files Report changes to your business Get copies of past filings and reports		
Unemployment Contact Center	Use SIDES to enter requested information		
Kansas City	Don't have a username and password?		
Topeks (785) 575-1460 Wichita (316) 383-9947	Create a User Name and Password		
Toll-Free	After you login you also can:		
	Apply for an unemployment insurance tax account		
Report Unemployment	Report a work layoff		
Insurance & Workers	Report New Hires		
Compensation	Other employer requirements		
	Apply for Shared Work for your employees		
EDAUD	Report Fraud		
TRAUD	Start here		
	SIDES Participation		
STOP	The State Information Data Exchange System (SIDES) and		
Human	SIDES E-Response allow companies to electronically respond		
	to UI information requests from KDOL. This eliminates delays		
Trafficking	caused by mailing the documents. Once you are enrolled in		
And a state of the	SIDES you can use your Employer PIN to access the SIDES		
	site.		



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 <u>https://www.kansasemployer.gov/</u> <u>uitax/account/login.aspx</u> Under "What would you like to do?", select "Maintain Account Information" under "Established Accounts."

Unemployment	What would you like to do?			
Employers	Salact Sign up for SIDES E-response.			
Workers Compensation	Select Sign up for SIDES E-response.			
Labor Market Information				
Labor Relations				
Workplace Safety	New Establishments			
Workplace Laws	Flie a Status Report to establish a new account with the Kansas Department of Labor (for companies without an Account Number)			
Agency Guidance				
Overpayments	Select File a KCNS 010 Status Report to register your business for Unemployment Tax.			
Unemployment Contact Center Kanasa City (9:3) 936-3300 Topeka (705) 575-1600 Wichte	Established Accounts Make a change in officer information, mailing address, and type of business. Select Re-activate an Existing Account Select Maintain Account information Select View Previously Submitted Status Reports. File Quarterly Taxes for your company of for a client company. If you paid no wages for this quarter, you are still required to file a report.			

Kansa Department of Labor	S (EPARTME OF LABO nployer.gov Contact US		
Employer Serial Number:	652510		UI SIDES Email Addresses:	
Organization Type:	Corporation	SIDES Email 1:		
Legal Name:	FORT ANOL TRADE			
Firm Name:	FORT ANOL TRADE ASSOCIATION	SIDES Email 2:		
Finance Option:	Contributing			
Tax Rate Current Year:		SIDES Email 3:		
Tax Rate Preceding Year:				
FEIN:	56-4654906	SIDES Email 4:		
Liability Effective Date:	1/1/2013			
Liability Established Date:	3/31/2013	SIDES Email 5:		
Liability End Date:				
Account Status:	Active	SIDES E-Recipient:	Participant	
NAICS:		SIDES E-Recipient	Partopant	
Overpayment Amount:	\$0.00			
Underpayment Amount:	\$0.00	SIDES E-Response - Electronic requests for separation information provide employers with additional time to		
Phone Number:		respond to these requests, eliminating delays from paper mail.		
Fax Number:		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 ULSIDES Email Address box. You may opt out at a tater time by calling the		
Firm Email:		Unemployment Contact Center.	A CALL AND A	
User Email:	test@email.com]		

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.



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.

