

# EMPLOYER POWER OF ATTORNEY ASSIGNMENT

Department of Workforce Development  
Unemployment Insurance Division  
P.O. Box 7942  
Madison, WI 53707  
Fax: (608) 327-6158

Be Aware That:

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
(Employer Name) (UI Account #) (FEIN #)

having its main office located at \_\_\_\_\_,  
(Street Address, City, State & Zip Code)

\_\_\_\_\_ appoints \_\_\_\_\_,  
(Telephone Number with Area Code) (Name of Representing Company)

located at \_\_\_\_\_,  
(Street Address, City, State & Zip Code) (Telephone Number with Area Code)

as its attorney or representative with full power to represent the employer before the Wisconsin Unemployment Insurance Division. This representation applies to all matters affecting unemployment insurance including, although not limited to, all benefit claims, contributions, refunds, experience rating, hearings and appeals.

The employer further understands the Wisconsin Unemployment Insurance Division maintains three (3) separate and distinct mailing groups\* which include:

Group I	UCB-16 UCB-23 UCB-20	Separation Notice Wage Verification/Eligibility Report Determination
Group II	UCT-14384-1-E	Unemployment Insurance Benefit Charges and Adjustments
Group III	UCB-719 UCB-701 UCB-708 UCT-101-E UCT-14384-E UC-7823-E UCT-14309-E	Urgent Request for Wages Computation of Unemployment Insurance Benefits Notice of Changed Liability for UI Benefits Quarterly Contribution Report Unemployment Insurance Reserve Fund Balance Statement Quarterly Wage Reports Reimbursable Employer Monthly Statement

\* Forms listed above must remain within the respective mailing group

The employer authorizes group(s) \_\_\_\_\_ I, II \_\_\_\_\_ to be mailed to the representative's address listed above.  
(List Group Number(s))

The remaining group(s) \_\_\_\_\_ III \_\_\_\_\_ will be mailed to the employer's main office.  
(List Group Number(s))

By the signatures below, the employer known as \_\_\_\_\_,  
(Employer Name)

approves the above directions and voluntarily enters into this assignment on \_\_\_\_\_,  
(Date - mm/dd/yyyy)

at which time this assignment is effective and takes place of all previous assignments.

Authorized Signature: \_\_\_\_\_  
(Employer Signature) (Date Signed - mm/dd/yyyy)

Printed Name & Title: \_\_\_\_\_  
(Print Name) (Job Title)

Witnessed By: \_\_\_\_\_  
(Witness Signature) (Date Signed - mm/dd/yyyy)

Printed Name & Title: \_\_\_\_\_  
(Print Name) (Job Title)