

DE 238 Additional Instructions

Date: 07/15/2025

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THURMAN ROBINSON
608 W ALMOND ST
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EDD Telephone Numbers:

ENGLISH:	1-800-300-5616
SPANISH:	1-800-326-8937
CANTONESE:	1-800-547-3506
MANDARIN:	1-866-303-0706
VIETNAMESE:	1-800-547-2058
TTY: (non-voice)	1-800-815-9387

Date: 07/15/2025

EDD Customer Account Number: 6500104321

Re: Work Search Requirement Change

This notice is to remind you of your work search requirement or to inform you that your work search requirement has been changed effective immediately. **Failure to comply with your work search requirement may result in denial of your unemployment benefits.** If you are not currently certifying for benefits, or are not otherwise eligible for benefits at this time, this work search requirement will apply if you reopen your claim. Your work search requirement is:



You must look for full-time work and be able and available to work each week.

If you are receiving Pandemic Unemployment Assistance, you may be exempt from these work search requirements if you are unable or unavailable to work due to a federal COVID-19 qualifying reason.

If you are receiving FED-ED extension benefits, you must look for work each week by completing at least three work search activities.

- If you contact potential employers, you must provide a record of those contacts when you certify for benefits in [UI OnlineSM](#) (using the Work Search Record screen) or on the back of your paper *Continued Claim* form (Section B).
- You are required to keep a separate record of any other work search activities and present your records if we request them.
- If you do not complete at least three work search activities and provide a written record of such activities when requested, you will not be eligible to receive FED-ED benefits for the week you did not look for work, and you cannot be paid again on the FED-ED extension until you both:
 - Work in at least four separate weeks after the week your disqualification began.
 - Earn at least four times your weekly benefit amount.

Note: You can determine the type of claim you are on by referring to your recent EDD notices or visiting the [Returning to Work webpage](#) for tips on how to identify your claim type in UI Online.

For a list of acceptable work search activities and services available to help you find your next work opportunity, visit the [Returning to Work webpage](#). For more information about your work search requirement, refer to the **Work Search Requirements** section in [A Guide to Benefits and Employment Services \(DE1275A\)](#).

If you live outside California or move outside California while receiving California unemployment benefits, you must register with the State Workforce Agency in your state and follow that state's requirements and instructions for unemployment work search. Failure to contact the State Workforce Agency promptly, in order to comply with the registration and work search requirements of that state, could result in a delay or loss of your benefits.

Thank you,
Employment Development Department
State of California