

**Unemployment benefits**

**request for a hearing**

Instructions

You made your Request for Reconsideration. Here’s what to do next.

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|  | 1. Print the Request. |
|  | 1. Sign the Request. Add the date if needed. |
|  | 1. Make a copy of the Request for your records. |
|  | 1. Send the Request to IDES. You can send your Request by mail, by fax, or deliver it in person to your local IDES office. |

**Note:** Any documents you want to use as exhibits must be faxed or mailed to the IDES referee and any other parties before the date of the hearing.

Learn more about being denied unemployment insurance:

<https://www.illinoislegalaid.org/legal-information/being-denied-unemployment-insurance-0>