



Corporate Officer Questionnaire

**IMPORTANTE
TENGA ESTO TRADUCIDO INMEDIATAMENTE**

Case No : _____

Name : _____ **SS#:** _____

In your application for unemployment benefits, you indicated that you are/were a corporate officer. The following information is needed to determine your eligibility for benefits.

- Please complete this form and return it by mail or fax to the office indicated on the coversheet. Your form must be received within ten (10) days or a decision will be made based on available information.

1. Indicate the name of the business of which you are/were a corporate officer. _____

Provide the business address. _____

What does the company sell or produce? _____

2. What corporate title do/did you hold? _____

3. What type of work do/did you perform for the corporation? _____

4. What percentage of stock do/did you own? _____ %

5. How many other people are/were corporate officers in this corporation? _____

Please list names, corporate title, and percentage of stock controlled:

NAME	TITLE/FUNCTION	%
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

6. What was your last day of work? _____

7. Why are you presently not working? Please explain in detail _____

8. If you were laid off due to lack of work, what is your expected return to work date? _____

9. If you were laid off, who made the decision to lay you off? _____

Case #: _____

10. Who is currently running the business? _____

11. How many employees does this corporation regularly have? _____

12. Are all employees of the corporation laid off? Yes No

13. If this company is closed, what was the reason for the closure of this corporation? (Check one of the following and answer all appropriate questions and provide proof of bankruptcy, closure or sale.)

CORPORATION BANKRUPT (Title 7 or Title 11):
Explain in detail why filing for bankruptcy was necessary.

CORPORATION DISSOLVED OR CLOSED (not due to bankruptcy):
Explain in detail why dissolving or closing the business was necessary.

List the assets and debts and total amounts.

Explain what became of the assets.

CORPORATION SOLD:
List the assets and debts and total amounts.

Explain what became of the assets.

Was a profit realized from the sale? Yes No If so, how much? _____

If proceedings are being handled through an attorney and/or accountant, please provide name(s), address(es) and telephone number(s).

ATTORNEY: _____

ACCOUNTANT: _____

Case #:

Name:

SS#:

14. Are you seeking other full-time employment? Yes No

If "yes," what type of work are you seeking?

If "no," please explain why.

-DOCUMENTATION NEEDED FOR CLOSED OR SOLD BUSINESS-

If you maintain that the business was closed or sold due to compelling financial necessity, please provide the following records:

PERSONAL

CORPORATE

Last 3 years of W-2 forms

Last 3 years of income tax returns for corporation (forms 1120 & 1120S)

Four most recent pay stubs

Last 3 years profit & loss statements

Last 6 bank statements

*Cash disbursement book/ledger

*Loan agreements

*May be needed if corporation was in operation less than three years.

Please list your efforts to locate employment for the last three (3) weeks in the section below. If additional space is required, please use the reverse side of this form.

EFFORTS / ADDITIONAL REMARKS:

CERTIFICATION

Print your name: _____ SS#: _____

Signature: _____ Date: _____ Telephone #: _____

I certify that the information I have provided above is true and correct, knowing the law provides penalties for false statements or the withholding of facts. I understand that a copy of the document may be given to any interested party upon request. If my claim for unemployment compensation benefits is approved, I understand that the decision could be reversed by a higher authority, and I agree to repay any amounts for which it is determined I am not eligible.