

Report of Work-Seeking Activities

In order to be eligible for TRA benefits, the law requires that you look for work. You must actively seek work and make efforts to find work. The work search efforts may be a combination of activities; at least one of the activities must be an **employer contact**. For example:

- 3 employer contacts, or
- 2 employer contacts, plus 1 other work search activity, or
- 1 employer contact, plus 2 other work search activities

EXAMPLES OF ACCEPTABLE WORK SEARCH METHODS

- Employer Contacts- direct communication to secure a job (mailing resumes, apply on-line, in person, phone call)
- Other Work Search Activities – can be in person or virtual. See examples below.

Name	Last Four SSN XXX-XX-
Week Beginning Sunday	Week Ending Saturday

Direct Employer Contact

Date	1. List Employer Name and Address		
Position Sought	Contact person, if known	Type of Contact	Results of Contact

Date	2. List Employer Name and Address		
Position Sought	Contact person, if known	Type of Contact	Results of Contact

Date	3. List Employer Name and Address		
Position Sought	Contact person, if known	Type of Contact	Results of Contact

Other Work Search Activity

Types of "Other" Acceptable Work Search Activity (check all that apply this week)	
Workshop/Webinar Creating a personal profile on a professional networking website making viewable to employers in CTHires, CT's State Job Bank professional career coach Other	American Job Center Reemployment Activity Creating resume, uploading resume and Creating a reemployment plan or working with a
Job Interview Job Fair/Event	
In the spaces below please provide details of each work search activity including: Date activity took place, Name of event, Address if applicable	
1.	
2.	
I certify that the information contained in this form is true and correct. I understand the law provides penalties for making false statements and withholding facts to obtain benefits to which I am not entitled. A typed name will substitute for a handwritten signature.	
Signature:	Date: