REMINDERS AND IMPORTANT INFORMATION
Hours: 8:30am -5:00pm, Closed for lunch, 12pm-1pm.
Veterans will be given priority of service.
Thank you for your service to our country, Veterans!
We are checking temperatures at the door.

COMPUTERS AVAILABLE TODAY (Clemson and Anderson only):

☑ **Unemployment Insurance Filing**
☑ **Weekly Unemployment Insurance Certifications**
☑ **Job Search to meet Unemployment Insurance requirements**

NOT FEELING WELL?
PLEASE CALL US FOR SERVICES!

All of our services are available through web-based technology and telephone, 1-864-643-0071 (TTY 711). Handouts are available if you are more comfortable accessing services from home or an alternate location.

I'm here for help with Unemployment Insurance:

☑ We CAN answer basic Unemployment Insurance questions as it relates to filing your initial claim or weekly certification.
☑ We DO NOT have access to your UI claimant portal.
☑ We DO NOT issue unemployment insurance payments at this Center.
☑ We DO NOT have access or the capability to resolve issues on an existing claim.

What to know BEFORE you enter:

☑ We are wiping down all computers and equipment regularly. Deep cleaning will occur after hours.
☑ **PLEASE WEAR YOUR MASK WHILE IN THE BUILDING.** If you do not have one, please let us know.
☑ If there is a waitlist, we will call your cell phone number when it is your turn. No cell phone, no problem. Watch the front door for your number.
☑ Please ask your guests to remain outside. If you have a guest with you to help with a computer or your guest is a minor that cannot be left unattended, we have set up a separate small room with computer access.

While in the Resource Room:

☑ If you have a question, please stay seated, raise your hand, and a staff member will come to you.
☑ Staff will have a laser pointer that will be used to assist you and help us maintain social distancing.
☑ **CUSTOMERS WILL EACH HAVE 45 MINUTES ON THE COMPUTER.** Staff will give each customer a courtesy 5 minute warning when time is up. If you arrive after 4:15pm, a 5 minute warning will be given at 4:55pm.
☑ Restrooms are available. Please notify a staff member so that your computer remains available to you upon return.

Before you leave:

☑ Please remove the plastic wrap from the keyboard and mouse and dispose of these in the trash can by the front door.
☑ Please notify a staff member when you leave.

Thank you for helping us limit the spread of germs!