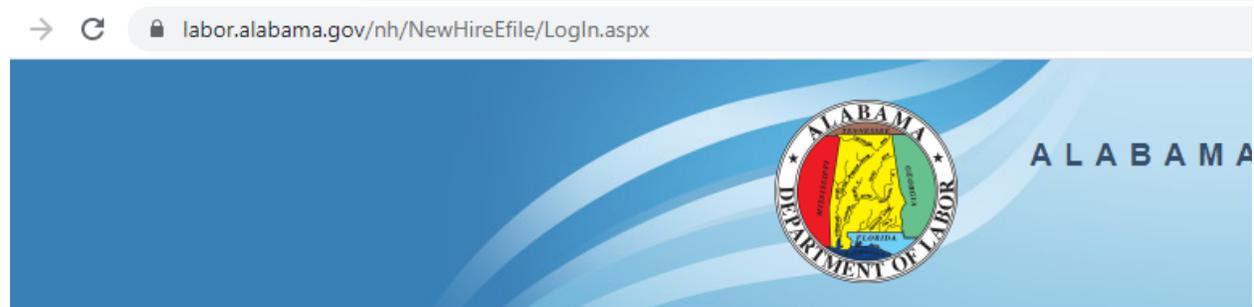


Click on link

<https://labor.alabama.gov/nh/NewHireEfile/LogIn.aspx>

Enter the Company information and login.



The Alabama Department of Labor h
review your records and report all ne
being separated for 60 consecutive c
report new hires in the future may

Alabama New-Hire Electronic Filing System

Welcome to the New-Hire on-line data entry and upload page!

If you are currently registered with the Alabama Department of Labor to file New-Hire reports using any reporting m
already registered as discussed above, you can [register here](#).

Once you are registered, you will be granted access to submit New-Hire data online.

New-Hire Electronic Options

Registered Users Login Here

Enter your 12 digit New-Hire Registration Number:
(9 digit Federal Employer Identification Number (FEIN) pl

Enter your full contact name:

 () -

Enter your contact phone number:

Enter your new hire information via this online form for your company or multiple companies

Enter your new hire information via this online form for your company or multiple companies. (Requires registration with
are an employer reporting hires for multiple FEINs.

Upload an ASCII text file containing your New Hires. (Requires registration with Alabama Department of Labor)

[Register with Alabama Department of Labor.](#)

This will return you to the online New-Hire registration form.

Click on check box and click Next.

labor.alabama.gov/nh/NewHireEfile/Amendment.aspx



Alabama New-Hire Electronic Filing System

Changes have been made to the Social Security Act. Please read the

On December 8, 2010, President Obama signed the Claims Resolution Act into law (P
performs services for pay. Therefore, you must report the hire date as the date that
individuals receiving UI benefits. The new SDNH reporting requirements were effective

Also on October 21, 2011, President Obama signed the Trade Adjustment Assistance I
been employed by the employer or an employee who was previously employed t

You must check below that you have read and understand the changes to the Ne

I understand that a newly hired employee is an employee who 1.) has not previously I

Next

Choose Company and click continue.

labor.alabama.gov/nh/NewHireEfile/Confirm.aspx



ALABAMA DEPARTMENT OF LABOR

Alabama New-Hire Electronic Filing System

Employer Information

Choose Company: E & H Steel Corporation P.O. Box 1170, Midland City AL 36350

[Cancel and Return](#)

If you have any questions, please contact the Alabama Department of Labor New-Hire Unit at newhire@labor.alabama.gov or (334) 206-6020.

Click on Enter your new hire information

labor.alabama.gov/nh/NewHireEfile/Default.aspx



ALABAMA DEPARTMENT OF LABOR

Alabama New-Hire Electronic Filing System [Logout](#)

New-Hire Electronic Filing Main Menu

[Enter your new hire information via this online form for your company or multiple companies](#) enter new hires by completing this on-line data entry form. Select this option if you are a company that reports New-Hires for multiple (other) companies or if you are an employer reporting hires for multiple FEINs.

[Upload an ASCII text file](#) containing your New Hires. Use this link to upload New Hire text files.
Be advised that beginning August 1, 2014 the upload portion of the Alabama Department of Labor will change. Each file uploaded will be verified that all fields are complete and correct as defined by the file layout.

Enter the employee information and choose work refusal on indicator

Employer's Name	E & H Steel Corporat	Employer's Name
Employer's Address	P.O. Box 1170	Employer's Street Address
Employer's City	Midland Cit	City where Employer is located
Employer's State	AL	State where Employer is located
Employer's ZIP	36350	Employer's ZIP code
Employee Section		Tell Us About the Employee
Social Security Number		Employee's Social Security Number
Employee's Name	First MI Last	Employee's Full Name
Employee's Address		Employee's Street Address
Employee's City		City where Employee is located
Employee's State	Select...	State where Employee is located
Employee's ZIP		Employee's ZIP Code
Indicator	Select...	Enter the appropriate Indicator
Activity Date		First day of work or date of job refusal. Cannot be a future date and must be within 1 year of today's date.
<input type="button" value="Save this New-Hire"/>		