



## Sheet Metal #10 SAFE Fund

1681 East Cope Ave, Suite B, Maplewood, MN 55109  
651-770-0991 Fax 651-770-1351 1-800-396-2903

**DATE:** October 24, 2023  
**SUBJECT:** SAFE Plan Weekly Unemployment Benefit  
**FROM:** Lora Gomez - Sheet Metal Local #10 Benefits Office  
**TO:** SAFE Plan Participants

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The following actions must be taken to receive payment from the SAFE Plan.

1. Complete an application for Supplemental Unemployment Benefit, the Federal W-4, and the W-4MN.

Please note all payments will be paid via ACH to your designated bank/credit union account.

- A new application **must** be completed each time you become unemployed.
- How to obtain an application for SAFE:

Sheet Metal Local #10 website at [www.smw10.org](http://www.smw10.org).  
Click on **Benefits**  
Select **SAFE Fund**  
Find **SAFE Unemployment Rules & Application**  
Select: **SAFE Fund Rules & Applications.pdf**

Stop by the Benefits Office

OR call 651-770-0991 and request a copy be mailed or emailed to you.

- Federal W-4: Sections 1 and 5 must be completed. You may complete Sections 2-4 using the instructions and tables included. If you do not complete Sections 2-4, the Federal Standard Withholdings will be taken. **PLEASE NOTE: YOU CANNOT CLAIM EXEMPT ON the Federal W-4.**
- W-4MN: Complete Section 1 of the W-4MN. If not completed we will withhold at single and 0, which is the most taxes withheld. **Be sure to sign and date.**
- If the number of allowances claimed doesn't appear realistic, we will have to send a copy to the state.
- **PLEASE NOTE: On the W-4MN you must complete Section 2. If claiming exempt the Fund Office is required to send a copy of the form to the State of MN.**

2. Obtain documented proof of Unemployment from the State.

- Login to State website at [www.uimn.org](http://www.uimn.org).  
Select **Applicant**  
Scroll down and Select **Log in to my account**  
Enter **Social Security Number** and your unemployment **PASSWORD**.  
Select **View and Maintain My Account** then click on **Issues that may affect my eligibility-Determination and issue summary**.  
This summary provides information regarding your current Unemployment Insurance claim.

Please see reverse side for additional details

You will need to print this page for your **First SAFE Plan payment request**.  
On the left side of the screen under **View and Maintain My Account**, click on **My Payments**.  
Select the **Search** button located under the date range. (**Do not change dates**)  
Scroll to the bottom of the page and **Click HERE to get the printable version**.  
Be sure to **Print** the **Printable Version** to capture all data.

**Important:** *Please review the page that you print to ensure that all data is printed.  
For example, the print-out must include the payment status of your requests, dates etc.  
If the printout is missing information, please adjust the page layout as follows: Once the  
printable version is on your screen, Select File, (located on your tool bar) Select Print.*

NOTE: Current Payment information is available 24 hours after you submit your payment request from the State. Once updated, the terms Non-payable week, Processed, or Not Eligible will show in the far-right column for the appropriate week.

3. Once the application, W4 and W-4MN are completed, and the Issues that may affect my eligibility - Determination and Issue Summary, and the My Payment Information are obtained, drop off, mail, email, or fax to the Benefit Office. (see fax # and addresses below)

All required information, (applications, current Payment Information, Determination and issue summaries, etc.) must be submitted to the Benefits Office by **4:00 PM on Wednesday**. Be sure to put your **first and last name**, including the **last four digits** of your Social Security Number on **all** documentation if it is not already on the paper before submitting it to the Benefits Office.

The Benefit Office will process any applications, current payment information etc. received by 4:00 pm Wednesday. Authorization will then be provided to Milliman (the Fund's recordkeeper) on Thursday to begin the direct deposit process for Friday. Please note the deposit to your account will depend on your financial institution's processing schedule but will most likely occur on Monday morning.

Thank you for your cooperation,

Lora Gomez  
Sheet Metal Local 10 Benefits Office  
1681 E Cope Ave, Suite B  
Maplewood, MN 55109  
Tel: (651) 770-0991/1-800-396-2903  
Direct: (651) 366-6406  
Fax: (651) 770-1351  
[Lgomez@smwbenefits.com](mailto:Lgomez@smwbenefits.com)

# Determination And Issue Summary

\* Indicates Required Field

The **Determination of Benefit Account** section displays the weekly and maximum benefit amounts you are potentially eligible to receive.

The **Determination of Eligibility and Decisions** section contains all pending issues and completed decisions that affect your eligibility for the benefit amounts shown as well as decisions on past accounts.

## Determination of Benefit Account

Click [Here](#) to view detailed monetary information. You may view a copy of your **Determination of Benefit Account**, request corrections, or file or withdraw an appeal of the monetary determination.

Weekly Benefit Amount	Maximum Benefit Amount	Effective Begin Date	Effective End Date
\$289	\$5,904	12/25/2022	12/23/2023

## Determination of Eligibility and Decisions

Click on a link in the **Issue Identification Number** column to view specific issue details and determination results, to view information you have already provided or to respond to a request for information for a pending issue. You may also file for, or withdraw an appeal, or add representation or witness information for a scheduled appeal hearing.

Issue Identification Number	Employer Name	Issue Type	Status	Date Mailed
<a href="#">49254592</a>		Owner, spouse/parent/child - Wage Credit Limitation	Completed	01/11/2023
<a href="#">49254593</a>		Availability/Actively Seeking - Restrictions non-medical - shifts	Completed	01/04/2023
<a href="#">49960453</a>		Not Unemployed - Employed - volunteering - self-employed 32 hours or more	Completed	09/11/2023

# Payment Information

\* Indicates Required Field

The payment information details your account balance, current method of payment and tax withholding status for

Account Balance: **\$18,992**

Total Overpayment Balance: **\$0.00**

Tax Withholding Status: **Taxes are NOT Being Withheld ([Update](#))**

Current Method of Payment: **Direct Deposit ([Update](#))**

## Requests for Payment History

Click " Search " to view one year of payment requests or expand the date range to view two years of payment requests. To view a sum total of benefit payments for specific dates, click [here](#)

Date Range  /  /  to  /  /   
(mm/dd/yyyy)

[Reset](#)

[Search](#)

Click on the link in the **Deductions** column to view a breakdown of your total deductions. Click on the link within the **Other Distributions** column to view a breakdown of the other payment distributions. Payments are processed overnight and details will not display until the next business day.

Week Requested Begin Date	Payment Process Date	Program Type	Weekly Benefit Amount	Deductions	Other Distributions	Net Payment	Payment ID	Payment Method	Payment Status
10/30/2022		<a href="#">STUI</a>	\$819.00	<a href="#">\$0.00</a>	\$0.00	\$0.00			<a href="#">Nonpayable Week</a>
11/06/2022	11/22/2022	<a href="#">STUI</a>	\$819.00	<a href="#">\$0.00</a>	<a href="#">\$81.00</a>	\$738.00	227197416	Direct Deposit	<a href="#">Processed</a>
09/03/2023	09/13/2023	<a href="#">STUI</a>	\$819.00	<a href="#">\$155.00</a>	<a href="#">\$66.00</a>	\$598.00	230977291	Direct Deposit	<a href="#">Processed</a>
09/10/2023		<a href="#">STUI</a>	\$819.00	<a href="#">\$0.00</a>	<a href="#">\$81.00</a>	\$738.00			

\*This information is not to be used for tax or assistance filings.

Click [here](#) to get a printable version.