# Guide to calculate the amount entered on Line 1 of IRS Form 1099-G

Line 1 of your 1099-G will show the total/gross amount of unemployment benefits paid to you during the calendar year (including any deductions or offsets).

To verify that Line 1 of your 1099-G is accurate, you must add up all payments made to you.

STEP 1. Go to www.uimn.org and select Applicants.



## STEP 2. Select Log in to my Account. You will find the link near the bottom of the page, under I Need To...

# Welcome Applicants!

This is the official resource for information about Minnesota Unemployment Insurance (UI) benefits.

UI benefits provide a temporary partial wage replacement to workers who become unemployed through no fault of their own.

If you have become unemployed or had your hours greatly reduced, complete the Application Process – we will determine whether or not you are eligible and notify you.

# **Quick Links**

- Information Handbook
- Healthcare & community services
- Protect yourself from fraud
- ULLaw

Minnesota Voter Registration

# I Need To...



Apply for benefits



Log in to my account



Request a benefit payment



Report possible UI fraud

# News & Updates

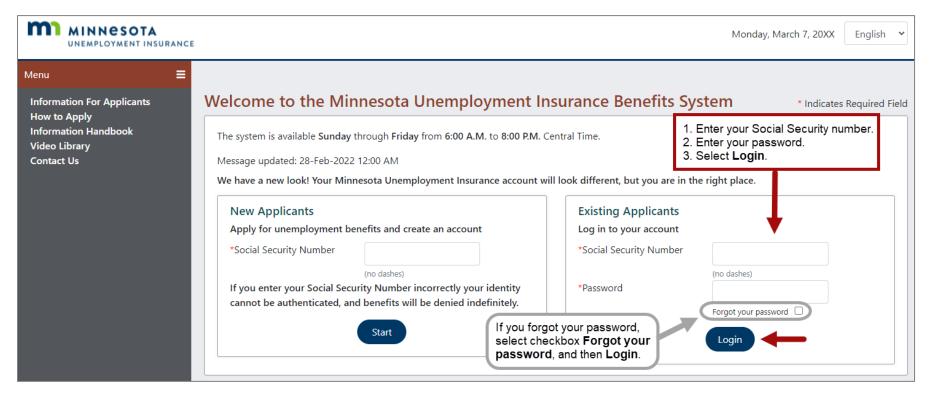
- IRS Form 1099-G yearend tax information
- Applying for a new benefit account after the end of your benefit year
- Upcoming Work Search Events

Labor Market Data

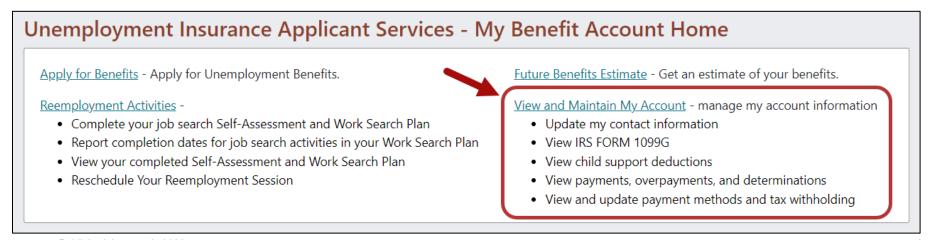
Find a job

#### STEP 3. Log in to your account.

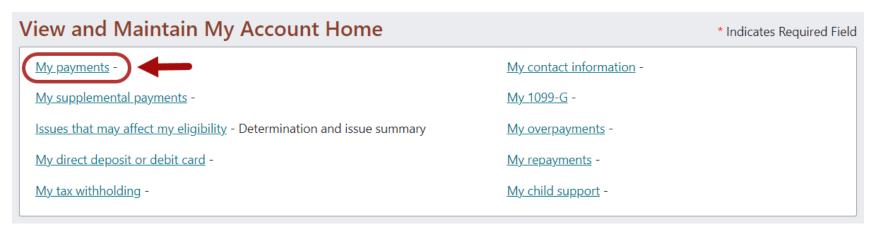
Under *Existing Applicants*, enter your Social Security number, password and then select **Login**. If you do not remember your password, select the checkbox for *Forgot your password* and then **Login**. Follow the steps on the page to reset your password.



STEP 4. Select View and Maintain My Account.

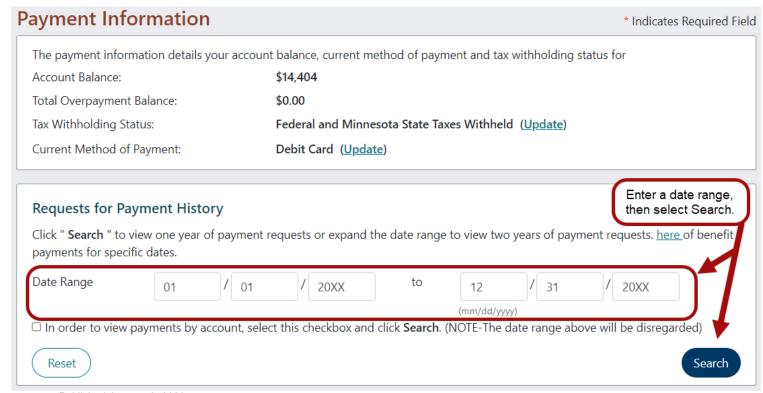


#### **STEP 5.** Select My Payments.



## **STEP 6. Payment Information.**

In the Request Payment History section, enter the date range for the calendar year (01/01/20XX to 12/31/20XX) you would like to view and then select the Search button.



### STEP 7. Payment Information – Request for Payment History results display

You will see a list of every payment that was made to you during the date range entered (there could be a lot of them).

The far-left column ("Week Requested Begin Date") shows the week FOR WHICH the payment was made. The next column over ("Payment Process Date") shows the date the payment was made.

For each row, add together the amounts in the "Other Distributions" and "Net Payment" columns (example: \$163.00 Other Distributions + \$441.00 net payment = \$604.00 Gross payment for that week). The sum of these two columns is the total/gross payment for that week. Write down your total/gross payment for each week.

Once you have calculated the total/gross payment for each week, add them all together. This will give you the total/gross payments made to you for the year.

Week Requested Begin Date	Payment Process Date	Program Type	Weekly Benefit Amount	Deductions	Other Distributions	Net Payment	Payment ID	Payment Method	Payment Type	Payment Status
07/12/2020	08/21/2020	<u>STUI</u>	\$633.00	<u>\$0.00</u>	<u>\$163.00</u>	\$470.00	185	Direct Deposit	<u>Regular</u>	Processed
07/19/2020	08/25/2020	<u>STUI</u>	\$633.00	<u>\$0.00</u>	<u>\$163.00</u>	\$470.00	185	Direct Deposit	<u>Regular</u>	Processed
07/26/2020	08/25/2020	<u>STUI</u>	\$633.00	<u>\$0.00</u>	<u>\$163.00</u>	\$470.00	185	Direct	<u>Regular</u>	Processed
08/02/2020	08/25/2020	<u>STUI</u>	\$633.00	\$0.00	\$163.00	\$470.00	105	Other Distributions + Net Pay = Gross payment for week \$163 + \$470 = \$633		
08/09/2020	08/25/2020	STUI	\$633.00	<u>\$0.00</u>	<u>\$163.00</u>	\$470.00	185	Direct Deposit	<u>Regular</u>	Processed
08/16/2020	08/25/2020	<u>STUI</u>	\$633.00	<u>\$0.00</u>	<u>\$163.00</u>	\$470.00	185	Direct	<u>Regular</u>	Processed
08/23/2020	09/01/2020	<u>STUI</u>	\$604.00	\$0.00	\$308.00	\$296.00		Calculate the sum of <b>Gross paymen per week</b> , to find the TOTAL GROSS payments made to you.		
08/30/2020	09/09/2020	<u>STUI</u>	\$604.00	<u>\$0.00</u>	<u>\$163.00</u>	\$441.00	188	Direct Deposit	Regular	Processed