



UI Appeals Documentation of Evidence Worksheet

Instructions: Attach the evidence and complete the information needed. It is a good idea for the hearing officer to be able to speak to the person(s) identified to determine the accuracy of the evidence. Use a separate sheet for each piece of evidence. This information will help the hearing officer determine if and how your evidence is relevant to your case. This sheet is for your personal use. Please do not mail it to the hearing officer.

Brief description of evidence: _____

Date and time evidence was collected: _____
Person who created/gathered evidence: _____
Person's contact Information: _____
Phone number: _____
Address: _____
City, State, Zip Code: _____

List the Appeal Issue(s) from page 3 of the Notice of Hearing packet:

