



Seirbhísí Fostaíochta agus Tacaíochta
Employment and Support Services

****IMPORTANT NOTICE – PLEASE READ****

If you have a Public Service Card please make an online application: Online applications can be made through mywelfare.ie or www.gov.ie/deasp

Please find attached forms and information sheets to aid you and your employees in applying for a Jobseekers Payment.

Please return completed application forms to the address below with any additional information that may be required depending on your circumstances i.e if you are married or co-habit.

- **UP1** – Jobseekers Allowance/Benefit Application Form
- **UP01B** – Jobseekers Allowance Additional Information
- **UP1 JBSE** – Jobseekers Benefit (Self-Employed)
- **UP1B JBSE** – Jobseekers Additional Information if you are Self Employed
- **Short Time Work Support** – Information Booklet
- **EFT** – Your Bank details if you wish to be paid into the bank

It is essential you include a letter or e-mail to limerick@welfare.ie from your employer with the following information:

1. Your Name and PPS number
2. Your finish date of employment
3. If you are to be paid while off work
4. If you are to receive holiday pay
5. If you are to be paid for the bank holidays

Additional Information that maybe required:

- If you have **NO** Public Service Card (PSC) please send in a copy of Photo ID i.e. Passport, Diving Licence and proof of address i.e. utility bill
- Your spouse/partner/civil partners payslips if they are working

If you work in a pre-school, Montessori or crèche please mark the envelope clearly **PMC**

If you work in the education sector e.g. cleaner, teacher, SNA, kitchen staff, bus driver, lollipop person please mark the envelope **ESW**

****Also attached are information sheets for your information, please read these before applying for any Social Welfare Payment****



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EXTRA INFORMATION

Illness Benefit Claims - Telephone our National Call Centre to get an application form by post: **1890 800 024 or 01 248 1398**

Visit www.gov.ie/deasp
to access a range of online services using your Public Services Card

Phone number for Limerick INTREO:

061 212220

E-mail - limerick@welfare.ie

Phone Numbers for HSE Corona Virus information line for protocol advice for anyone with symptoms: **1890 300046 or 1850 241850**

If you feel unwell, have been diagnosed with COVID-19, or told to self isolate by a Doctor – **DO NOT** visit the INTREO Centre

RETURN TO: INTREO Centre, Dominic Street, Limerick
Or your nearest INTREO Centre or Branch Office – see
website for details

Please check mywelfare.ie or www.gov.ie/deasp for further information