



Commonwealth of the Northern Mariana Islands
Department of Labor – Office of the Secretary
1356 Mednilla Avenue | Capitol Hill | P.O. Box 10007 Saipan, MP 96950
Phone: (670) 664-3196 | Web: www.marianaslabor.net



APPLICATION CHECKLIST

Pandemic Unemployment Assistance (PUA) & Federal Pandemic Unemployment Compensation (FPUC) Application Packet Contents:

1. _____ PUA & FPUC Benefits Rights Information Handbook (Read only)
2. _____ PUA & FPUC Initial Application Form (Complete and submit)
3. _____ PUA Weekly Request for Payment Form (Complete and submit if applicable)
4. _____ PUA Instructions for Completing Weekly Request for Payment Form (Read only)
5. _____ PUA Employer Form – Request for Separation Information Form (Provide to employer to complete and submit- if applicable)
6. _____ PUA Employer Form – Verification of Partial Unemployment Status Form (Provide to employer to complete and submit – if applicable)

Required Documentation:

A government issued picture ID (Driver's license, passport, alien registration card, etc.). NOTE: You may need to furnish other forms of documentation upon request from the CNMI Department of Labor.

Important:

1. It is your responsibility. You must read the entirety of the PUA/FPUC Benefits Rights Information Handbook before filing a claim.
2. Fill out your Initial Application form completely. Incomplete application forms may cause a delay or denial of your benefits. Contact us for assistance with completing your initial and weekly applications.
3. The information you provide on your PUA/FPUC Initial Application form will be entered into the HireMarianas portal as is. Double check your application for accuracy before submission.
4. We may contact you to obtain supplemental information regarding your PUA application. Provide a good contact number or email address on your initial application form.
5. Knowingly making false statements or omitting material facts to obtain PUA and FPUC benefits will result in a disqualification and repayment of all overpaid PUA/FPUC benefits. Depending on the seriousness of the offense, you may be subject to CRIMINAL PROSECUTION.

Contact Information:

Mailing Address:
Division of Employment Services
1334 Ascencion Drive | Capitol Hill
P.O. Box 10007 | Saipan, MP 96950

Email Address: info@puamarianas.com

Telephone Numbers:
(670) 989-9080/81/83/84/89/90

PUA Fraud Hotline:
(670) 989-9095

*Report abuse, waste, or fraud.