



Nexus Financial Inc
714 W Appleway Ave #100
Coeur d'Alene ID, 83814
(208) 664-3277

We are sorry to hear about the loss of your employment. This is the “Initial Unemployment Claim” form. Please do the following:

Section 1 – Nexus will complete this section, please leave blank.

Section 2 – This portion will be completed by the claimant, don't forget to sign and date the bottom.

Section 3 – This needs to be filled out by the unemployment office (LEAVE BLANK IF A WASHINGTON RESIDENT)

Section 4 – This portion needs to be filled out by the claimant's former employer.

Once all portions are filled out, the original forms and a print out from either a bank statement or the unemployment office showing the payments made with your name or social security number to verify proof of payment will need to be submitted to Nexus Financial. These claims take 2-3 weeks to process. Payments will still need to be made until the unemployment insurance claim is processed. If making payments is a hardship, please contact Nexus Financial and we will be happy to find a solution.

If you have any questions, please give us a call!

Sincerely,

Nexus Financial