

WORK SEARCH ACTIVITY LOG

K-BEN 987 (2-18)

You must perform three work search activities each week in order to maintain your eligibility for unemployment benefits. **Two of those work search activities each week must be an application for employment or submission of a résumé.** Other activities could include additional job applications, attendance at job fairs, résumé review courses, Workforce Center services, browsing job posting websites, etc.

We recommend that you keep a written record of your work search activities. We may ask you to provide the details of your work search to ensure you are meeting all eligibility requirements. If you are unable to provide the information, it may result in a denial of your benefits. This document is provided so that you may track and log your activities. You may copy it as needed or print additional forms from our website at www.GetKansasBenefits.gov/Forms.

Date of activity:	Type of activity: <input type="checkbox"/> Application <input type="checkbox"/> Résumé <input type="checkbox"/> Other:
Result of activity: Interview? Job Offer? etc.?	
If activity was résumé or application: Employer name:	Position applied for:
Employer address:	
Person contacted:	Phone number: ()

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