Welcome to the Unemployment Benefits Services Tutorial

How to View Your IRS 1099-G Information
Paying Taxes on Your Benefits

- You may choose to have TWC withhold federal income tax from your unemployment benefits at a tax rate of 10 percent before we send them to you.

- Withholding taxes is not required.

- In January, TWC sends you the IRS Form 1099-G: Certain Government Payments, Statement for Recipient. This form shows the total amount of benefits paid in the previous calendar year.

This tutorial includes instructions for viewing your Internal Revenue Service (IRS) 1099-G information over the Internet.

You may view:

- TWC’s address and federal identification number
- how much income tax was withheld from your unemployment benefits, if any, and
- IRS 1099-G information for prior year(s)
Viewing Your IRS 1099-G Information

Viewing your IRS 1099-G information over the Internet is fast, easy, and secure. The Internet is available 24 hours a day, 7 days a week, in English and Spanish.

To view your IRS 1099-G information:

1. go to our Web site at ui.texasworkforce.org
2. select the link, View IRS 1099-G Information, and
3. log on to Unemployment Benefits Services.
This is the first page you see when you go to ui.texasworkforce.org.

Before you can access the View IRS 1099-G Information option, you must log on to UBS using your User ID and Password.

For instructions on how to create, retrieve or reset a User ID and Password, go to the How to Create User IDs and Passwords Tutorial.

Note: If you want to print pages from this tutorial and don’t have a printer, you may use a printer at your local Workforce Solutions office.
After you log on, the “My Home” page displays.

This page provides:

- Quick Links to various topics and resources
- Messages from TWC

To view your IRS 1099-G information, select the link, IRS 1099-G Information, under the Quick Links heading.
Viewing Your IRS 1099-G Information Online

In this section you will learn how to:

- View recipient’s information
- View payer’s information
- View IRS 1099-G details
- View IRS 1099-G information for prior years
The **IRS 1099-G Information** page displays:

- Your name and Social Security number
- TWC’s address and federal identification number
- IRS 1099-G details, such as the tax year, amount of benefits paid and federal income tax withheld, if any

![Image of IRS 1099-G Information page]

The Internal Revenue Service (IRS) requires you to report your unemployment compensation as income. TWC mails a statement (Form 1099-G) in January containing the total amount of unemployment compensation paid to you and any amount withheld during the last calendar year. This information is available through December 31.

Your Form 1099-G, which gives this information, does not have to be attached to your tax return because TWC reports it directly to the IRS. Keep a copy of your Form 1099-G for your personal records.

- **Tax Year:** 2012
- **Unemployment Compensation (Box 1):** $9.00
- **Federal Income Tax Withheld (Box 4):** $9.00
- **ATAA Payments (Box 6):** $9.00

If you want TWC to mail you a duplicate Form 1099-G, call TWC’s Tele-Service and press option “2” or call TWC’s Tele-Center. Make sure that TWC has your correct address before you request the duplicate.

**Request 1099-G Information for Prior Years**

TWC has records for the past five tax years.

- To view prior-year 1099-G information on the Internet, select the link at the top of this page labeled “Select Another Year” and then select the desired year.
- To request a copy of your Form 1099-G, call the TWC Tele-Center at (800) 939-0631. Business hours are Monday - Friday, 8:00 a.m. to 6:00 p.m., Central Time.
Income Tax Withheld

The **IRS 1099-G Details** section shows:

- The tax year you’re viewing
- Total unemployment paid during that calendar year
- Federal income tax withheld, if any
- Alternative Trade Adjustment Assistance (ATAA) payments, if any

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**IRS 1099-G Details**

The Internal Revenue Service (IRS) requires you to report your unemployment compensation as income. TWC mails a statement (Form 1099-G) in January containing the total amount of unemployment compensation paid to you and any amount withheld during the last calendar year. This information is available through December 31.

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- **Tax Year:** 2009
- **Unemployment Compensation (Box 1):** $9,432.00
- **Federal Income Tax Withheld (Box 4):** $38.00
- **ATAA Payments (Box 5):** $0.00
To view 1099-G information for another year, choose the link, **Select Another Year**, located above the **Payer’s Information** heading.

Under the heading, **Select Another Year**, choose the link to the year you want to view.
Still need help?

Call the TWC Tele-Center at 800-939-6631 to speak with one of our customer service representatives.