



## **COVID-19**

## **Employment Insurance(EI)**

## **Canada Emergency Response Benefit (CERB)**

**Information regarding eligibility for the Canada Emergency Response Benefit,  
Employment Insurance and Self-Quarantine.**

### **Eligibility for employment insurance**

- You will require your record of employment from your employer or you can find your record of employment if you have a My Service Canada Account

### **Canada Emergency Response Benefit (CERB)**

The Canada Emergency Response Benefit provides temporary income support to workers who have stopped working and are without employment or self-employment income for reasons related to COVID-19.

The new Canada Emergency Response Benefit is paid in blocks of four weeks in the amount of \$2,000, which is \$500 per week. A maximum 16 weeks of benefits can be paid.

The benefit is available from March 15, 2020, to October 3, 2020. You can apply no later than December 2, 2020.

### Who is eligible?

- Residing in Canada, who are at least 15 years old;
- Who have stopped working because of COVID-19 or are eligible for Employment Insurance regular or sickness benefits:
- Who had income of at least \$5,000 in 2019 or in the 12 months prior to the date of their application;
- The income of at least \$5,000 can be from any of the following sources:
  - Employment
  - Maternity/Parental benefits
  - Self Employment

If you have stopped working because of COVID-19, you should apply for the Canada Emergency Response Benefit, **whether or not you are eligible for Employment Insurance**. The Benefit is available for the period from March 15, 2020 to October 3, 2020.

## NEW UPDATE APRIL 15, 2020

Flexible rules for claiming the Canada emergency response benefit (CERB) in response to criticism the current regime excludes students and people working reduced hours.

Wage boost for essential workers who make less than \$2,500 a month, including those working in long-term care facilities.

Seasonal workers and those who have recently run out of employment insurance will also now be eligible for CERB.

People who make less than \$1,000 a month due to reduced work hours will also qualify.

## **Step by step instructions for applying for CERB**

<https://www.canada.ca/en/services/benefits/ei/cerb-application.html>

Start by answering initial questions regarding your current employment situation which will lead you the to application.



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## Start application

### Important Notices

If you have stopped working because of COVID-19, the Canada Emergency Response Benefit (CERB) may provide you with temporary income support. Continue your application and select "Regular benefits" or "Sickness benefits" when prompted, whichever best applies to your situation.

We are currently receiving a high number of EI applications. If you are unable to access our system due to technical difficulties please try again later. We are aware of this issue and working to resolve it. Thank you for your patience.

Using direct deposit, the Government of Canada can deposit payments automatically into your bank account and avoid postal delay. [Sign up](#) for direct deposit when you apply for EI! It is convenient, secure and reliable.

You have chosen to complete your application in English. You will not be able to change to French once you start your online session. If you wish to [change language](#) you must do so before you begin.

Answers to fields and questions with an asterisk ( \* ) are mandatory

**Only use the buttons provided at the bottom of the screens to navigate through the application.**

\* Are you trying to retrieve an application you began within the last 72 hours but did not complete?

- Yes  
 No

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Click "Yes" or "No" accordingly.

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## Type of Employment Insurance Application


Answers to fields and questions with an asterisk (\*) are mandatory.

### Benefits for employees

You can apply for benefits for employees if you worked in insurable employment as an employee, including if you are a fisher. These benefits provide temporary financial assistance if you have lost your job (through no fault of your own), if you are sick, pregnant, caring for a newborn or adopted child, caring for a family member who is seriously ill with a significant risk of death or providing care or support to a critically ill family member.

### Benefits for self-employed people

As a self-employed person, you can apply for benefits if you have voluntarily registered into the EI program. These benefits provide temporary financial assistance if you are sick, pregnant, caring for a newborn or adopted child, caring for a family member who is seriously ill with a significant risk of death or providing care or support to a critically ill family member.

\* What type of Employment Insurance benefits would you like to claim? 

- Benefits for employees
- Benefits for self-employed people

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Select “benefits for employees” if you were working for an employer.




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## Reference Code

Answers to fields and questions with an asterisk (\*) are mandatory.

\* Are you part of a group of employees in an **Apprenticeship** program, a **Work-sharing** program, a **group layoff** situation (including layoffs due to a natural disaster), or the **automotive** industry **AND** were you given a reference code to submit with this application? 

Yes

No

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CLICK SUITABLE ANSWER BASED ON YOUR PERSONAL SITUATION

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## Identity Information

You will be deemed to have signed your claim for benefits by providing and submitting:

- your Social Insurance Number,
- your date of birth,
- your mother's family name at birth

You have to provide your legal name (as indicated on your SIN card/letter). If your SIN card/letter does not reflect your legal name you must update your SIN record.

We will use the information you provided to verify your identity. Any information that does not match the information on your Social Insurance Number application may cause a delay in the processing of your claim.

To retrieve your **partially completed application** you will need to re-enter your personal information **exactly** as you first entered it. For example, if you used CAPITAL letters, you will have to use CAPITAL letters again to retrieve your application.

Answers to fields and questions with an asterisk (\*) are mandatory.

\* Social Insurance Number (without spaces or hyphens)

\* Date of Birth

Year:  Month:  Day:

\* Last name (as indicated on your SIN card/letter)

\* First given name (as indicated on your SIN card/letter)

Other given name

\* Last name at birth

\* Gender

- Male  
 Female  
 X

\* Mother's **maiden** name/mother's family name at her birth

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**After answering the initial questions, you will prompted to fill in information such as your:**  
**Social Insurance Number;**  
**Your address and phone number;**  
**And your mother's maiden name.**

After completing the initial steps, you will be prompted to complete questions regarding your employment in the last year including:

The date of when you first started with your employer(s);

The last day of which you worked;

Your wages

All the information you must input into the application, is on your Record of Employment provided by your employer.

An alternative option to completing this application online is to call either of these phone numbers:

**1-800-959-2041 or 1-800-959-2019**

It can take a few tries to connect to the line, so keep trying until the call connects.

**For assistance with creating your  
CERB APPLICATION  
or assistance with your job search needs:**

**Please contact us:**

**Windsor Main site – 519-258-4076  
Leamington Branch site – 519-326-6224**

**[www.ncceinc.org](http://www.ncceinc.org)**





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