



THE MANAGER

UNEMPLOYMENT INSURANCE ACT, 63 OF 2001  
APPLICATION FOR UNEMPLOYMENT BENEFITS

A claim for benefits in terms of the Unemployment Insurance Act has been received from Mr/Ms \_\_\_\_\_ and it has been observed that the reason for termination reads as “voluntary retirement/severance package”.

In terms of section 16(1) of the above mentioned Act, an unemployed contributor is entitled to unemployment benefits for any period of unemployment lasting more than 14 days, if,

**The termination of the contributor’s contract of employment by the employer of that contributor or the ending of a fixed term contract.**

You are kindly requested to confirm the following by completing the requested as per the space provided:

Your co-operation is appreciated.

UNEMPLOYMENT INSURANCE COMMISSIONER

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I, \_\_\_\_\_ (name of employer/designated representative), identity number \_\_\_\_\_, declare that the above employee’s contract of employment was initiated and terminated by the **Employer/ Employee**.

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\_\_\_\_\_  
Signature of Employer

\_\_\_\_\_  
Designation

Company Stamp