



You can also complete the application and file related documentation online at [www.kela.fi/omakela](http://www.kela.fi/omakela) (in Finnish) or [www.fpa.fi/mittfpa](http://www.fpa.fi/mittfpa) (in Swedish)

More information is available at [www.kela.fi/unemployment](http://www.kela.fi/unemployment)

You can calculate the amount of the benefit at [www.kela.fi/laskurit](http://www.kela.fi/laskurit) (in Finnish) or [www.fpa.fi/berakningar](http://www.fpa.fi/berakningar) (in Swedish)



If you have questions, please call our customer service number ([www.kela.fi/call-kela](http://www.kela.fi/call-kela))



Please make sure to complete the form carefully. Attach all necessary documentation.

We may contact you for further information if necessary.

Send the application and any supporting documents by mail. The address is Kela, PL 10, 00056 KELA.

**i** Any documentation you have submitted to the TE Services is not available to Kela.

**i** If you have moved to Finland and you have not previously claimed benefits from Kela, also complete form Y 77e. If you are going abroad, also complete form Y 38e.

**When to claim:** Unemployment benefits are available retrospectively for a maximum of 3 months from the date of the claim.

### 1. Claimant

Personal identity code

Family name and given name

Phone number

E-mail

Give the personal identity codes of your children under the age of 18. Also indicate any under-age children of your spouse or partner who are living in the same household as you.

**i** Kela retrieves address data from the population data system.

### 2. Bank account number

### 3. Claim

I wish to claim unemployment benefit as from \_\_\_\_\_

Are you registered with the TE Services as looking for work?

☐ Yes

☐ No

**i** You must register as looking for work. Unemployment benefits are payable only for the time you have been registered with the TE Services as looking for work.

I am

☐ unemployed and not working at all

☐ furloughed/laid off temporarily

☐ employed irregularly or on a part-time basis

☐ self-employed

☐ in other activity agreed with the TE Services, such as labour market training, work try-out or rehabilitative work activity

☐ in some other situation. Please explain: \_\_\_\_\_

Are you a member of an unemployment fund?

☐ No

☐ Yes, since \_\_\_\_\_ Name of the unemployment fund: \_\_\_\_\_

**i** Check with your fund whether you are entitled to an earnings-related unemployment allowance.

☐ I have been paid earnings-related unemployment allowance for the maximum period of time.

Have you completed a vocational qualification or a degree of higher education?

☐ No ☐ Yes. Please specify: \_\_\_\_\_

Year of graduation: \_\_\_\_\_

- i** If you have not completed any vocational training or course of higher education, a waiting period of 21 weeks may be applied as regards the labour market subsidy. The waiting period may be shortened by for instance paid work or self-employment that counts towards the condition regarding the terms of employment. No waiting period is applied, if the labour market subsidy starts directly after the maximum period of earnings-related unemployment allowance or basic unemployment allowance has been reached.

#### 4. Period preceding unemployment

- i** Your previous employment is the basis for determining whether you qualify for basic unemployment allowance. If you have been employed for at least 26 weeks in a job that counts towards the condition regarding the terms of employment or worked at least 15 months as a self-employed person, you may qualify for the basic unemployment allowance. If the period of paid employment or self-employment that counts towards the condition regarding the terms of employment is shorter, you may be granted labour market subsidy.

Before becoming unemployed, I was

- ☐ employed for 26 weeks or more during the previous 28 months (reference period).  
☐ employed for fewer than 26 weeks.  
☐ self-employed for 15 months or more during the previous 48 months (reference period).  
☐ self-employed for fewer than 15 months.

The aforementioned period includes

- ☐ work in an EU or EEA country, Switzerland or the United Kingdom.  
Submit certificates on the employment relationship, the wage payment and the termination of the employment relationship, if possible.  
☐ work in a company owned in full or in part by a family member.

- i** Here family member means spouse or partner, or child, parent or grandparent who lives in the same household.

Name of company: \_\_\_\_\_

Owner of company: \_\_\_\_\_

- ☐ Before becoming unemployed, I did not work.  
Period during which I have not worked: \_\_\_\_\_ - \_\_\_\_\_

Please indicate your reason for not working.

- ☐ studies ☐ illness ☐ child care ☐ military/alternative civilian service

☐ other reason, please specify: \_\_\_\_\_

- i** The 28/48-month reference period for meeting the condition regarding the terms of employment may be extended for example for the reasons stated above.

#### 5. Employment history for the basic unemployment allowance

Have you worked for a minimum of 3 years? ☐ Yes ☐ No

Have you worked for at least 5 years during the previous 20 years? ☐ Yes ☐ No

- i** Basic unemployment allowance can be paid
- for up to 300 days if you have been at work for a maximum of 3 years in total
  - for up to 400 days if you have been at work for more than 3 years in total
  - for up to 500 days, if you have met the condition regarding the terms of employment after reaching the age of 58 and you have at least 5 years of employment during the previous 20 years.



## 6. Income during unemployment

- i** Earnings, copyright royalties and benefits received from Kela need not be reported. Kela receives information about them from the national incomes register and from its own systems.

During the period of unemployment, will you receive income from self-employment?

☐ No ☐ Yes

During the period of unemployment, will you receive wages or compensations from abroad, such as a pension or social security benefit?

☐ No ☐ Yes

- i** We will request the necessary documentation while processing the claim.

Does your spouse or partner receive or has he/she applied for child home care allowance?

☐ No ☐ Yes

During the period of unemployment, do you receive regular income from some other source than Kela?

☐ No ☐ Yes. Indicate which type of income.

☐ I receive income from capital, including rental income, dividends or interest income.

- i** Kela usually receives information on income from capital from the most recently completed taxation. If your income from capital has changed since then, provide information about this under section 9 (Additional information).

If you have interest income from deposits of more than €2,000, submit verification on the amount of deposit and the interest rate percentage.

☐ I receive compensations for services, such as those paid for attending a meeting or serving in a position of trust. Please specify.

☐ I receive compensation for informal or family caregiver.

☐ I receive compensation payable on the basis of voluntary insurance.

☐ I receive some other type of income. Please specify.

- i** If you own forest land, indicate the forest area and the municipality in which the forest land is located.

## 7. Parental income

Reply to this section if you live with your parents. Also provide us with the requested form. If the incomes of your parents exceed €1,781 per month, they may affect your labour market subsidy. If we do not receive the requested information, you will be awarded only 50% of the labour market subsidy.

You do not need to reply to this section if you participate in other activity agreed with the TE Services, such as labour market training, work try-out or rehabilitative work activity.

☐ I will provide details on form TT1ce (Notification - Parents' income - Labour market subsidy).

☐ I will not provide details about my parents' income.

## 8. Unemployment status report

**i** Please fill in the table below detailing your daily status during unemployment, including weekends. Complete the table starting from the first day of unemployment and ending when you submit your claim to Kela. You can file a claim after one week of unemployment.

Indicate in the table if you have participated in other activity agreed with the TE Services, such as labour market training, work try-out or rehabilitative work activity. Also indicate any absences from activity agreed with the TE Services and the reason for the absence (own illness, child's illness, other reason). Absence from training or studies need not be reported.

**If the absence due to your illness lasts for more than 3 consecutive days of participation, you should submit a certificate from a doctor or nurse to Kela.**

If you have worked, indicate how many hours per day you have worked. You can earn up to 300 euros per month or 279 euros in any period of four weeks without it affecting the unemployment benefit.

### Example

Date	Description	hrs	min	Date	Description	hrs	min	Date	Description	hrs	min
Mon 8/10	<i>unemployed</i>			Mon				Mon			
Tue 9/10	<i>absent</i>			Tue				Tue			
Wed 10/10	<i>in rehabilitative work activity</i>			Wed				Wed			
Thu 11/10	<i>employed</i>	7	15	Thu				Thu			
Fri 12/10	<i>absent/illness</i>			Fri				Fri			
Sat 13/10	<i>unemployed</i>			Sat				Sat			
Sun 14/10	<i>unemployed</i>			Sun				Sun			
Date	Description	hrs	min	Date	Description	hrs	min	Date	Description	hrs	min
Mon				Mon				Mon			
Tue				Tue				Tue			
Wed				Wed				Wed			
Thu				Thu				Thu			
Fri				Fri				Fri			
Sat				Sat				Sat			
Sun				Sun				Sun			


### Changes during the period of unemployment

- ☐ I will start self-employment that lasts more than 2 weeks on \_\_\_\_\_
- ☐ I will start full-time work that lasts more than 2 weeks on \_\_\_\_\_
- ☐ I will start studying on \_\_\_\_\_
- ☐ I will start military or alternative civilian service on \_\_\_\_\_
- ☐ Other change. Please specify: \_\_\_\_\_



## 9. Additional information

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 Write the number of the section you are referring to.

☐ Additional information on a separate sheet. Write your name and personal identity code on the sheet.

## 10. Signature

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**I declare that the information I have given is true and accurate. I will notify any changes.**

Place and date

Signature and printed name

Information obtained for the purpose of deciding the present matter may be used for other benefit determinations, if so required under law. Conversely, any information obtained within the context of another benefit may be used to decide the present matter.

Please contact Kela for more information about which outside sources we may access to obtain additional information about your circumstances and to whom we may provide such information.