

Information & Assistance Unit guide 16(A)

How to correctly name your employer for the Uninsured Employers Benefits Trust Fund

In order to get benefits from the Uninsured Employers Benefits Trust Fund (UEBTF) when your employer is illegally uninsured, you must properly name your employer. This means you need to know the legal name of your employer and provide that name with your claim.

There are several ways an employer might be named, depending on the kind of business and how you are or were employed. For example:

- If you're working for one person directly: Name this person by writing the first name, middle initial if known, and last name(s) of the person. Example: "John A. Smith, an individual"
- If you're working for a business owned by an individual: Name the employer by writing the names of both the owner and the business. Example: "John A. Smith, individually and doing business as Smith Carpeting."
- If you're working for a business owned by partners: Name the employer by writing the names of the individual partners and the business. Example: "John A. Smith and Mary B. Smith, individually and doing business as Smith Carpeting."
- If you're working for a corporation: Write the exact name of the corporation. You do not need to name any individuals. Example: "Smith Carpeting, Inc." Include the business name if it's different from the corporation name and you know it. Example: "Smith Carpeting, Inc., a corporation doing business as Fast Rug."

You **MUST** obtain the legal name of your employer. If you don't know it, you can find your employer's name through the city business license filings or the county clerk's office "fictitious business name statement." Business cards, employer stationery and advertisements may also show your employer's legal name. If your employer is a corporation you can find its name through the secretary of state's business portal at www.ss.ca.gov.

Once you have identified your employer correctly, include that name when filing legal papers with the Workers' Compensation Appeals Board.

You can learn more about naming your employer from the Department of Consumer Affairs. See their Web site at www.dca.ca.gov/legal. You can also get more information from your county small claims court office.

Information & Assistance Unit guide 16(A)

If you need help call an Information and Assistance (I&A) office or attend a workshop for injured workers. The local I&A phone numbers are attached to this guide. You can get information on a local workshop from the I&A office or on the Web at www.dir.ca.gov/dwc.

The information contained in this guide is general in nature and is not intended as a substitute for legal advice. Changes in the law or the specific facts of your case may result in legal interpretations different than those present here.

When sending documents to a district office, please make sure they are not folded or stapled. Send them in a large manila envelope. Please see the EAMS OCR forms handbook for further instructions.

I
&
A

WORKERS' COMPENSATION APPEALS BOARD DISTRICT OFFICES

ANAHEIM, 92806-2131

1065 North Link, Suite 170
Information & Assistance Unit (714) 414-1801

BAKERSFIELD, 93301-1929

1800 30th Street, Suite 100
Information & Assistance Unit (661) 395-2514

EUREKA, 95501-0529 * Virtual office *

Information & Assistance Unit
(707) 441-5723

FRESNO, 93721-2219

2550 Mariposa Street, Suite 4078
Information & Assistance Unit (559) 445-5355

LODI, 95240-6936

3021 Reynolds Ranch Parkway, Suite 130
Information & Assistance Unit (209) 948-7980

LONG BEACH, 90810-1870

1500 Hughes Way, Suite C203
Information & Assistance Unit (424) 450-2565

LOS ANGELES, 90013-1105

320 W 4th Street, 9th Floor
Information & Assistance Unit (213) 576-7389

MARINA DEL REY, 90292-6902

4720 Lincoln Boulevard, 2nd and 3rd Floors
Information & Assistance Unit (310) 482-3820

OAKLAND, 94612-1499

1515 Clay Street, 6th Floor
Information & Assistance Unit (510) 622-2861

OXNARD, 93030-7912

1901 N Rice Avenue, Suite 100
Information & Assistance Unit (805) 485-3528

POMONA, 91768-1653

732 Corporate Center Drive
Information & Assistance Unit (909) 623-8568

REDDING, 96002-0940

250 Hemsted Drive, 2nd Floor, Suite B
Information & Assistance Unit (530) 225-2047

RIVERSIDE, 92501-3337

3737 Main Street, Suite 300
Information & Assistance Unit (951) 782-4347

SACRAMENTO, 95834-2962

160 Promenade Circle, Suite 300
Information & Assistance Unit (916) 928-3158

SALINAS, 93906-2204

1880 N Main Street, Suites 100 & 200
Information & Assistance (831) 443-3058

SAN BERNARDINO, 92401-1411

464 W Fourth Street, Suite 239
Information & Assistance Unit (909) 383-4522

SAN DIEGO, 92108-4424

7575 Metropolitan Drive, Suite 202
Information & Assistance Unit (619) 767-2082

SAN FRANCISCO, 94102-7014

455 Golden Gate Avenue, 2nd Floor
Information & Assistance Unit (415) 703-5020

SAN JOSE, 95110-3718

224 Airport Parkway, Suite 600
Information & Assistance Unit (408) 277-1292

SAN LUIS OBISPO, 93401-8736

4740 Allene Way, Suite 100
Information & Assistance Unit (805) 596-4159

SANTA ANA, 92707-7704

2 MacArthur Place, Suite 600
Information & Assistance Unit (714) 942-7576

SANTA BARBARA, 93101-7538

130 E Ortega Street
Information & Assistance Unit (805) 568-1390

SANTA ROSA, 95404-4771

50 "D" Street, Suite 420
Information & Assistance Unit (707) 576-2452

VAN NUYS, 91401-3370

6150 Van Nuys Boulevard, Suite 105
Information & Assistance Unit (818) 901-5374