



2023

# Work Search Activities and All Supporting Documentation

The Kentucky General Assembly enacted changes to the state's unemployment insurance program during the 2023 regular session through House Bill 146.

**Work search activities and job contacts can include, but are not limited to, any of the following examples:**

**Formal Job Application**

Examples: Copy of application confirmation from website or submission email, copy of application email sent to employer, copy of fax application confirmation, copy of your completed paper application, legibly signed, and dated by employer or Kentucky Career Center staff, screenshot of text message showing application submission

**Job Interview**

Examples: Documentation of interview scheduling, form letter signed by employer

**Job Shadowing**

Examples: Form letter to be completed by employer, includes dates/hours/etc.

**Job Fair or Networking Event**

Examples: Business card from participating employer, form letter signed by participating employer or KCC staff

**Job Search Skills Workshop or Seminar**

Examples: Email and/or certificate from Kentucky Career Center staff, form letter signed by the presenter to certify participation, screenshots from online participation

**Employment Search Program through Kentucky Career Center or partner**

Examples: Confirmation of registration in KEE Suite, documentation of job referral email, form letter signed by program staff to certify participation, screenshots from online participation

**TO LEARN MORE,  
SCAN THE QR CODE**

