

The Commonwealth of Kentucky
**Kentucky Unemployment
Insurance Portal (KUIP)**

**Employer and TPA:
SIDES/ESIDES Registration and Access**

Job Aid

TEAM 
KENTUCKY

UNEMPLOYMENT
INSURANCE PORTAL

Table of Contents

Introduction	3
SIDES/ESIDES	3
Overview	3
Registering for SIDES/ESIDES	3
Accessing SIDES/ESIDES	6

Introduction

The objective of this job aid is to outline the process for registration, accessing, and logging in to **SIDES/ESIDES**.

SIDES/ESIDES

Overview

SIDES is the State Information Data Exchange System. It supports unemployment information processing services by providing speed, accuracy, and security in processing unemployment claims. SIDES is built for states, employers, TPAs, and PEOs.

SIDES is used by **TPAs** and **PEOs** that handle a large volume of UI information requests or are doing business across multiple states. **ESIDES** is an online tool for **employers** to respond to UI requests. If employers have a large volume of UI claims, they may also use SIDES.

Note: *SIDES requires system integration to connect to a model software.*

SIDES or ESIDES will send a notification of a claim by email. Employers or TPAs/PEOs can then respond to the claim documents directly in the web interface enhancing accuracy and security. In addition, the law allows two additional days (12 days versus 10 days) to respond to claims when using SIDES/ESIDES.

Registering for SIDES/ESIDES

Employers will register for ESIDES (or *SIDES with a high claim volume*) directly in KUIP.

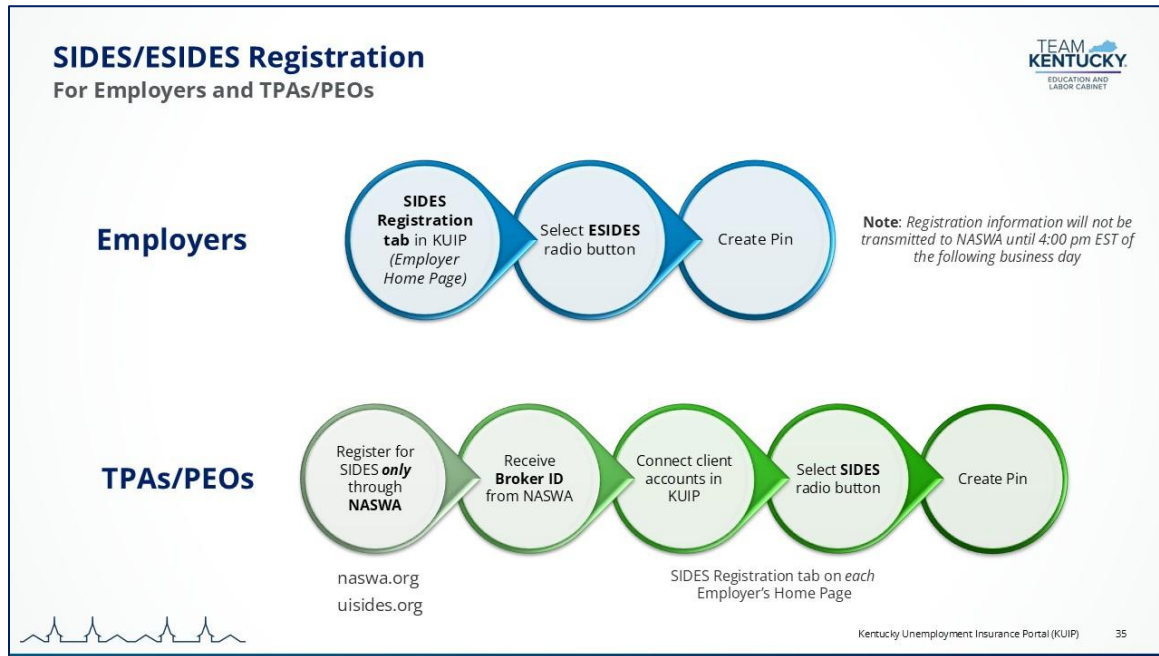
Note: *Employers registered with ESIDES prior to the KUIP launch must re-register in KUIP to continue using ESIDES services.*

TPAs and PEOs cannot register for SIDES within KUIP. TPAs/PEOs can *only register* for SIDES through NASWA (*National Association of State Workforce Agencies*) at naswa.org. Once registered, the TPA/PEO will receive a **Broker ID** which they will use to log in to the SIDES application.

Kentucky Unemployment Insurance Portal

Employer/TPA: SIDES/ESIDES Registration

Once TPAs/PEOs have received their Broker ID from NASWA, they will be able to connect their client accounts in KUIP. They will follow the same employer SIDES registration process by navigating to each **Employer's Home Page** and accessing the **SIDES Registration tab**.



1. Access the SIDES Registration Tab

Navigate to the **Employer's Home Page** and select the **SIDES Registration tab** from the Left Nav menu.



Kentucky Unemployment Insurance Portal

Employer/TPA: SIDES/ESIDES Registration

Note: TPAs/PEOs will need to navigate to each associated Employer Home Page to access the SIDES Registration tab. For more on accessing an employer's home page, see the [TPA: Search for Employers Job Aid](#).

2. Register for SIDES/ESIDES

Select either the **SIDES** or **ESIDES** radio button.

TPAs and **PEOs** that represent multiple employers **must** select **SIDES**.

Employers eligible for SIDES can select either SIDES or ESIDES. SIDES requires additional system integration and is used for a high claims volume.

If not eligible for SIDES, the employer must use **ESIDES**.

Note: only one of these systems can be used, either SIDES or ESIDES.

SIDES/ESIDES Registration and Maintenance

State Information Data Exchange System (SIDES) supports unemployment information processing services by providing speed, accuracy, and security in processing unemployment claims. SIDES is built specifically for states, employers, TPAs, and PEOs. It eliminates the guesswork, misinformation, and lengthy processes associated with these claims so employers can have confidence in not only the validity of claims but also the payout of funds.

SIDES (requires system integration) involves the use of web services to connect to a model software tool for employers, Third Party Administrators (TPA), and Professional Employer Organizations (PEO) to quickly, accurately, and securely respond to state unemployment insurance requests. It's a free tool for entities that handle a large volume of UI information requests or are doing business across multiple states.

ESIDES is an online tool for employers to quickly, accurately, and securely respond to state unemployment insurance requests. It's built for ease of use and allows employers to log onto the website and submit responses anytime and anywhere.

Note: Employers, TPAs, and PEOs can use only one of these systems to respond to requests. TPAs and PEOs that represent multiple employers **must** use SIDES. Employers eligible for SIDES may choose to use either SIDES or ESIDES. All other employers **must** use ESIDES.

Register with SIDES or ESIDES?
☐ SIDES ☒ ESIDES

Enter information to register or deregister this employer from ESIDES. (De)registration and/or updates to PIN will be effective the next day.

Note: If this is your first time registering for ESIDES, you **must** use your original submission method to respond to fact-finding requests you received before you registered.

By registering for ESIDES, you will be registered for the following exchanges:

- Separation Information (SI)

If you select to deregister from ESIDES, you will also be deregistered from these 3 exchanges.

Kentucky Unemployment Insurance Portal

Employer/TPA: SIDES/ESIDES Registration

Create the **PIN** for the ESIDES application. The PIN must be between 6 and 20 characters.

Click **Submit**.

PIN*	
Re-Enter PIN*	
Exchanges	Status
Separation Information (SI)	Not Enrolled
Previous	Submit

Note: registration information will not be transmitted to NASWA until 4:00 pm EST the of the day following ESIDES registration.

Accessing SIDES/ESIDES

Employers and TPAs/PEOs cannot access SIDES/ESIDES from KUIP. **SIDES/ESIDES** can only be accessed externally from uisides.org.

Note: the system is only available if there are Active claims issues on the employer account. If there are no active claims issues, the system will not be accessible.

To access SIDES/ESIDES, **employers** will **log in** to ESIDES using their KEIN and ESIDES Pin.

- If the **claim was filed prior to the Tax Go-Live release** on August 17, 2026, the **employer** will log in with their **Legacy KEIN** and **ESIDES Pin**.
- If the claim was filed **on or after the Tax Go-Live release**, the employer will log in with their new updated **KUIP KEIN** and **ESIDES Pin**.

Note: if the employer has not registered (or re-registered) for ESIDES in KUIP, they will use their **KEIN** and **activation code**. For more on identifying the activation code, see the **Employer: Activating an Existing Employer Account Job Aid**.

To access SIDES, **TPAs/PEOs** will log in to uisides.org using their NASWA-issued Broker ID.