





# Maryland's Work Search Requirements


Claimants **must** meet Maryland's work search requirements in order to remain eligible for unemployment insurance (UI) benefits. Important information about these requirements is included below.


 **Be Available for Work** - You must be able, available, and willing to accept suitable work without restrictions.

 **Register with the Maryland Workforce Exchange (MWE)** - You must register with MWE online at [mwejobs.maryland.gov](http://mwejobs.maryland.gov). This is a one-time requirement. After registering, you must maintain an up-to-date resume in MWE.

 **Actively Look for Work** - You must search for work each week you are unemployed or your benefits may be delayed or denied. You must complete **at least three valid reemployment activities each week, which must include at least one job contact**. A [full list of valid reemployment activities](#) is available on the DUI website.

 **Submit Job Contact(s) and Valid Reemployment Activities Weekly** - Your completed valid reemployment activities and job contact(s) must be entered each week in the Job Contact and Reemployment Activity Log, located in MWE.

 **Report Your Gross Earnings Immediately** - When filing your weekly claim certification, you must report any gross earnings, even if you have not been paid yet. If you fail to report your gross earnings in the week that you earned them you may be overpaid, and you will have to repay the overpaid benefits, with interest.

 **Your Work Search is Subject to Audit** - The Maryland Division of Unemployment Insurance performs random audits of UI claims.

To report UI fraud, please complete a [Request for Investigation of Unemployment Insurance Fraud form](#), which is available on the DUI website. E-mail the completed form to [ui.fraud@maryland.gov](mailto:ui.fraud@maryland.gov).