

UNEMPLOYMENT FILING INSTRUCTIONS

How do I file for Unemployment?

1. Gather your assignment details by logging into your [Atrium eOffice](#) account. You can find your dates of employment, pay rate and hours worked under the 'Work History' tab.
2. Visit your local Unemployment Office or your State's Unemployment Benefit Website.
3. Please list Atrium as your employer using the information below; incorrectly listing your employer may result in delayed benefits administration.

Atrium Payroll Services, LLC
387 Park Avenue South, 3rd Floor
New York, NY 10016
412.713.7200
Federal Employer Identification Number (FEIN): 20-5698427

What's Next?

Let's keep in touch about your career! Our staffing team works with hundreds of clients seeking great talent like you.

Whether it's now or in the future, when you find yourself in the market for a new role, we'd love to help you find it! Keep up to date with all of the [open jobs](#) our team is currently working on . If your background meets the requirements of any of our open positions, apply to the job posting and an Atrium recruiter will reach out directly.

Should you have any questions or need any further support, please don't hesitate to reach out to your Atrium Account Representative. We look forward to crossing paths again soon!