

REPORT & PAY ONLINE



Report and Pay Your Unemployment Insurance Taxes Online

ECORE – or Employer Contact Online Reporting System – is a secure system Idaho businesses can use to manage their unemployment insurance account online.



HOW DO I SET UP MY ECOPE ACCOUNT?

Setting up an account is easy. Here's how.

What you'll need:

- Your business' legal name or DBA (Doing Business As)
- Employer account number
- Total wages reported during the most recently completed quarter
- Primary phone number and extension
- Message phone number if different than primary
- Email address

CREATE YOUR NEW ACCOUNT

Go to labor.idaho.gov/ECORE

Once your account is established all you need to access ECOPE is a username, email address and password.

THE ADVANTAGES

- Access your account 24 hours a day, 7 days a week.
- Upload your wages using QuickBooks or similar software or enter them manually.
- Automatically calculates your taxes including excess wages.

YOU CHOOSE HOW YOU PAY

- Employers can use one of the following three options to pay their taxes online:
- Pay online using an electronic check (it's FREE).
- Use a credit or debit card to pay your taxes (3 percent vendor fee applies).
- Download a voucher and mail your payment to the department.

ADDITIONAL FEATURES

- Helps reduce or eliminate improper benefit payments and maintain account information.
- Report when employees quit or are terminated helps keep unemployment benefit charges accurate.
- Manage company officials and third party administrators who can access your account.
- Manage addresses for multiple locations and update your contact information.
- Communicate with the department in a secure environment.

Questions? Comments? Need Additional Assistance?

Call: (208) 332-3576 (Boise) or (800) 448-2977 (toll free)

Email: SUTA@labor.idaho.gov

labor.idaho.gov/ECORE

Idaho Department of Labor • C.L. "Butch" Otter, Governor • Roger B. Madsen, Director
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