

Here the Employer and its representative did not participate in the hearing through no fault of their own. They did not participate because they did not receive the Notice of Hearing and did not know that a hearing was taking place. For this reason, the matter will be remanded for another hearing before an administrative law judge.

DECISION:

The decision of the administrative law judge dated December 13, 2017 is not vacated and remains in force unless and until the Department makes a differing determination pursuant to this remand. This matter is remanded to an administrative law judge in the Workforce Development Center, Appeals Section. The administrative law judge shall conduct a hearing following due notice. After the hearing, the administrative law judge shall issue a decision which provides the parties appeal rights.

The Employment Appeal Board would also reiterate the change of address instructions on the cover page of the administrative law judge's decision (at the bottom). It is the Employer's responsibility to properly register any legal representative it wishes to receive hearing notices and decisions. Equifax is not currently registered to represent the Employer in the appeals process. The Board will not continue to excuse a party's failure to properly register its legal representative. The Employer must go online to access information regarding any contact changes or additions the Employer wishes to make at:

<https://www.myiowaui.org/UITIPTaxWeb/>

Kim D. Schmett

Ashley R. Koopmans

James M. Strohman

AMG/fnv