



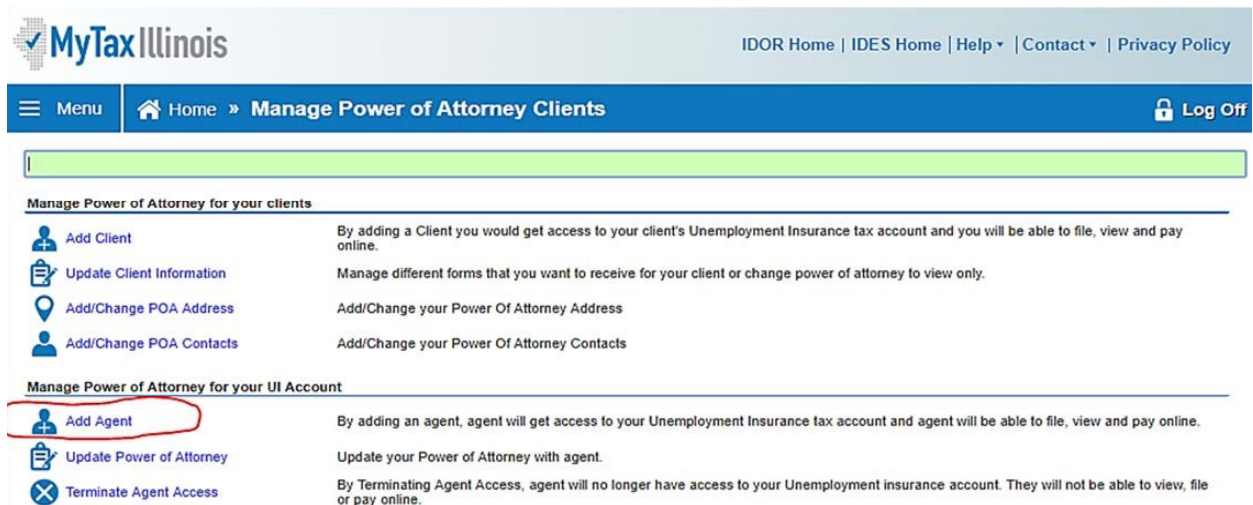
Add First Nonprofit on MyTax Illinois to help manage your UI account!

Illinois has now implemented online services which will allow us to more effectively manage your unemployment account. This will also allow us to view your quarterly wage reports, which will result in less requests from us for information! Please authorize First Nonprofit on your MyTax Illinois account at mytax.illinois.gov. The steps are as follows:

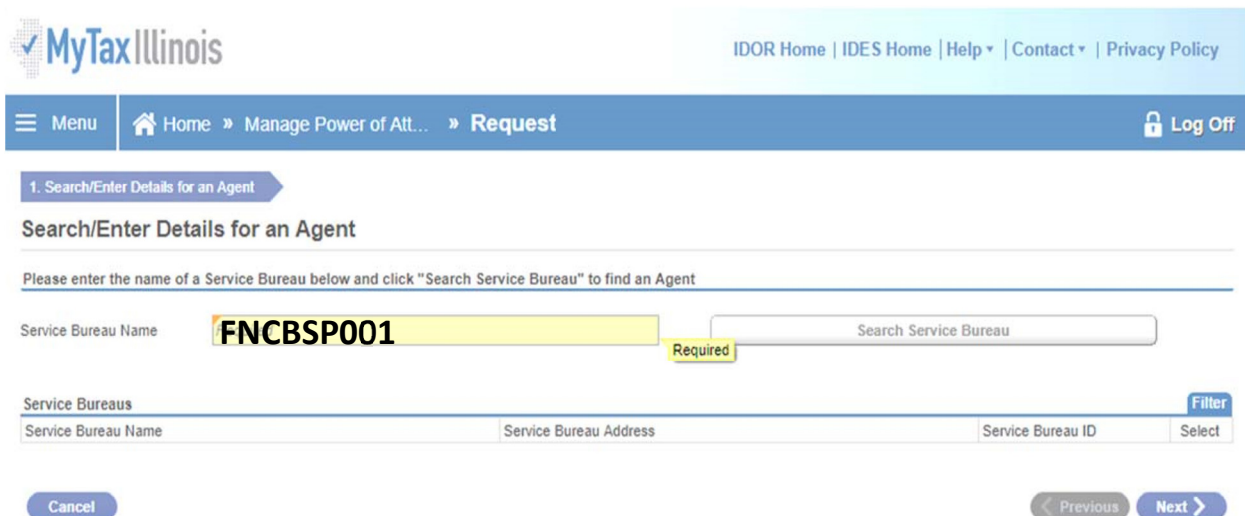
1. Log in to your MyTax IL account
2. Select **“Power of Attorney Activities for UI Account”**



3. Click **“Add Agent”** under Manage Power of Attorney for your UI Account



4. In Service Bureau Name enter in: **FNCBSP001**
5. Select **“Search Service Bureau”**



6. Click **Next**, then select **“View Only”**

This completes the set-up process, and you should receive confirmation that you have granted First Nonprofit access to your account online. Should you have any questions, please contact Jenna Marvin at jmarvin@firstnonprofit.com or 312-715-3040.

Thank you!