



**North Carolina**  
**Department of Commerce**  
***Division of Employment Security***

**Pat McCrory**, *Governor*  
**Sharon Allred Decker**, *Secretary*

**Dale R. Folwell**, *Assistant Secretary*

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**How to View Your Most Recent Tax Rate Notice and Account Balance**

\* Employer tax rates are computed annually and the rates are based on taxable wages and account balances as of July 31<sup>st</sup> of each year. An annual tax rate statement (Form NCUI 104) displaying this information will be mailed to employers prior to the effective date of the tax rate on this notice.

\*\* For employers with Experienced Rated Accounts, your current account balance for the purpose of filing attached claims is determined by the balance that is listed on your most recent NCUI 104 statement. Any voluntary contributions that have been made since your most recent tax rate statement will be considered in determining the current account balance. Taxes paid since July 31<sup>st</sup> however, will not be included in your experience rating account balance until the next annual experience rating. For governmental or nonprofit employers who have reimbursable type accounts, any outstanding tax balances must be paid in order to file attached claims.

Steps to accessing your account:

1. Access the DES website via: [www.ncesc.com](http://www.ncesc.com)
2. Login to your account using the 7-digit account number and a 6-digit PIN number. If you need assistance with your PIN number, please contact our Status Unit at 919-707-1170.
3. Scroll over "Business Services" in the blue box on the left side of the page and click on the "Secured Services Home" link.
4. In the middle of the page under the section titled "Your Unemployment Insurance Taxes", click on the link "Last Experience Rating Ledger".
5. A copy of your most recent NCUI 104 will be displayed showing tax rate information including your account balance as of July 31.