



Buckmans
CAR WASH
& Detail Shop

2496 West Ridge Road
Suite 204
Rochester, NY 14626
(585) 227-1650

Tax ID

March 20, 2020

Dear Team Member;

On Friday, Governor Andrew Cuomo ordered all employees of “non-essential” businesses to remain home, effective at 8 pm Sunday, March 22nd. This has a profound impact on communities and businesses, including ours.

The Buckmans Car Wash team considers you a valued member of our Buckmans Car Wash Family. During these unfortunate times we are saddened to inform you that you are being placed on employment furlough, effective March 23, 2020.

A furlough is considered to be a positive alternative to a layoff. When an employer furloughs its employees, it requires them to take a certain amount of unpaid time off; you will technically still have your job. The employee is eligible for unemployment during this time off period and is welcomed and expected to return to work after the furlough is over.

We encourage you to go to the following website to file for unemployment ASAP.

https://labor.ny.gov/ui/how_to_file_claim.shtm. Please note our Tax id# in the letterhead.

The length of this furlough is unknown at this time. We will do our best to provide current information as Buckmans Car Wash moves to have employees come back to work.

We wish to thank you for your contributions to Buckmans Car Wash and look forward to many more in the future.

Sincerely,

Jeffrey Gold

To help you better navigate this situation we have compiled a list of FAQs:

When Will I Receive A Paycheck?

You will be paid for any hours worked through the closure of your location on April 3. Since locations are closed, all paychecks will be distributed via US Mail.

When and how will I know to come back to work?

We are as anxious as you are to have everyone back to work. Please make sure you keep us updated with your current phone number and continue to check your email for updates.

What happens to any income execution which usually comes out of my paycheck such as child support or a garnish?

If you are not receiving a paycheck from our company while on unemployment, any income executions such as child support or garnishment will be suspended until you begin being paid again. We strongly advise you to contact any withholding agency to notify them and make alternate arrangements.

When should I file for unemployment?

File your claim during your first week that your hours were reduced or eliminated. If you wait, you may lose benefits. You may not file for a week when you work four or more days or earned more than \$504 (before taxes) between Monday and Sunday.

How do I apply for unemployment?

To file a claim, visit [NY.GOV.ID](https://www.ny.gov/id) and follow instructions to file a claim. You may also use the phone claim center: 1-888-209-8124 (8a-5p, Monday-Friday). Please note, filing online will be the easiest and quickest way to file your claim. NYS has temporarily waived the 7 day waiting period for unemployment benefits.

How much will I get paid while I am on unemployment?

You can use the benefit rate calculator on the NYS Unemployment website to calculate your rate. This is only considered an estimate, it is not a guarantee. [Labor.ny.gov/benefit-rate-calculator](https://labor.ny.gov/benefit-rate-calculator). In general, if you are eligible, you will earn approximately 60%.