

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Your Email Address]  
[Your Phone Number]  
[Date]

Kentucky Employment and Training Services  
Department of Workforce Investment  
[Office Address]  
[City, State, ZIP Code]

Subject: Appeal of Unemployment Insurance Determination  
Claimant ID: [Your Claimant ID]  
Case Number: [Your Case Number]

Dear [Recipient's Name or "Unemployment Insurance Appeals Board"],  
I am writing to formally appeal the determination made by the Kentucky  
Unemployment Insurance office regarding my unemployment claim dated [date  
of determination]. I believe this determination was incorrect due to the  
following reasons:

1. \*\*[Reason 1: Briefly explain your first reason for the appeal]\*\*  
- [Additional details/supporting evidence for reason 1]
2. \*\*[Reason 2: Briefly explain your second reason for the appeal]\*\*  
- [Additional details/supporting evidence for reason 2]
3. \*\*[If applicable, Reason 3: Briefly explain your third reason for the  
appeal]\*\*  
- [Additional details/supporting evidence for reason 3]

I have attached copies of any relevant documents that support my case,  
including [list any attached documents, e.g., employment letters, pay  
stubs, etc.].

I appreciate your time and consideration in reviewing my appeal. I am  
requesting a hearing to discuss this matter further and provide  
additional evidence if necessary. Please let me know how to proceed with  
scheduling a hearing.

Thank you for your attention to this important matter.

Sincerely,  
[Your Name]

[Signature (if sending a hard copy)]

Attachments: [List of attached documents]