



View my Electronic Record of Employment

You can view your Record of Employment (ROE) submitted electronically by Eddie Bauer to Service Canada by accessing the My Service Canada Account online service centre.

<http://www.servicecanada.gc.ca/eng/online/mysca.shtml>

To access this service, you will need to register for it; to register, you will need an access code. If you know your access code, you can register for My Service Canada Account immediately. On return visits, you will only need to enter your user ID and password to access My Service Canada Account.

If you are already registered on My Service Canada Account, you can login immediately.

If you don't have an access code, here's how you can obtain one:

If you have previously applied for EI benefits

If you have applied for EI benefits in the last seven years, you already have an access code. It is the 4 digit number printed in the shaded area of your benefit statement. If you have lost or misplaced this access code, contact the EI call centre at 1-800-206-7218 to request a new one. You will need to provide personal information such as your social insurance number to validate your identity.

If you are applying for EI benefits for the first time

Shortly after you file your EI application, an EI benefit statement will be mailed to you. This statement will provide you with your access code which will allow you to register for My Service Canada Account.

If you are not applying for EI benefits

If you do not plan on applying for EI benefits but you would like to see your electronic Record of Employment, you can view and print it by accessing the My Service Canada Account online service. To register and access this online service, you will need a personal access code. Contact the EI call center at 1-800-206-7218 to obtain one.

Notes

If you experience difficulty viewing your electronic Record of Employment, please ensure that your pop-up blocker is turned off.

If you are unable to print or access your electronic ROE, please email payroll@eddiebauer.com to request that a paper copy be mailed to your current address.