

**U.S. Department of Labor**  
**Employment and Training Administration**  
**Office of Foreign Labor Certification**  
**Helpful Resources: H-2B Temporary Non-Agricultural Program**

***General H-2B Program Information***

- To obtain general information about the H-2B Programs, including a copy of the current H-2B form (ETA Form 9142), a copy of the application for a prevailing wage determination (ETA Form 9141), program regulations and frequently asked questions, please visit the OFLC website at <http://www.foreignlaborcert.doleta.gov>.

***How to Contact the OFLC Chicago National Processing Center (NPC):***

- **Email:** [TLC.Chicago@dol.gov](mailto:TLC.Chicago@dol.gov) for all general questions and case status inquiries  
(Please include “H-2B” and your case number in the subject line of the email)
- **Fax:** (312) 886-1688, ATTN: H-2B Program Unit
- **Mail:** U.S. Department of Labor  
Employment and Training Administration  
Office of Foreign Labor Certification  
Chicago National Processing Center  
11 West Quincy Court  
Chicago, IL 60604-2105  
ATTN: H-2B Program Unit

***Obtaining a Prevailing Wage Determination:***

- Employers may electronically request a prevailing wage determination (ETA Form 9141) through the iCERT System at <http://icert.doleta.gov> or by mail at:

U.S. Department of Labor  
Employment and Training Administration  
Office of Foreign Labor Certification  
National Prevailing Wage Center  
1341 G Street, NW- Suite 201  
Washington, DC 20005-3105  
ATTN: PWD Request

***Filing a Job Order:***

- The list of SWA contacts can be found [here](#).

***Submitting your H-2B Application:***

- **Electronic Filing** - Employers may submit their H-2B application electronically via the Department's [iCERT Portal System](#). It is important to read the [H-2B iCert Quick Start Guide](#) and [H-2B iCERT User Manual](#) before completing and submitting an H-2B application. The online help provides step-by-step instructions for completing and submitting the H-2B application electronically. For more resources and information, please visit the iCERT implementation web page at [http://www.foreignlaborcert.doleta.gov/h2ah2b\\_icert\\_rollout.cfm](http://www.foreignlaborcert.doleta.gov/h2ah2b_icert_rollout.cfm)



- Mail-in Filings -

U.S. Department of Labor  
Office of Foreign Labor Certification  
Chicago National Processing Center  
11 West Quincy Court  
Chicago, IL 60604-2105  
Attention: H-2B Program Unit

***Abandonment/Abscondment/Termination Notification***

- The employer must provide the Chicago NPC with written notification when any worker voluntarily abandons or is terminated for cause from the job before the end of the certified work period. A worker who fails to report for work at the regularly scheduled time for five (5) consecutive working days, without the employer's consent, is considered to have abandoned the job.
  - Submit the written notification directly to the Chicago NPC *within two(2) working days* of the abandonment or termination from the job;

To make compliance with this requirement simple and fast, the employer may e-mail the notification directly to the Chicago NPC using [TLC.Chicago@dol.gov](mailto:TLC.Chicago@dol.gov) with the words "H-2B Abandonment/Termination Notice" contained in the subject line of the e-mail.

Employers without internet access may also send written notification by facsimile to (312) 886-1688 (ATTN: H-2B Abandonment and Termination) or by U.S. mail to the following address:

U.S. Department of Labor  
Employment and Training Administration  
Office of Foreign Labor Certification,  
Chicago National Processing Center  
11 West Quincy Court  
Chicago, IL 60604-2105  
ATTN: H-2B Abandonment and Termination