Quick Registration for Employee Access®

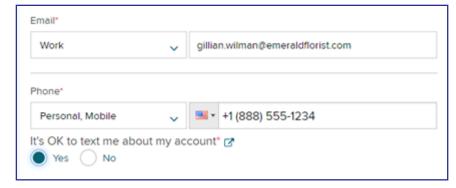
View up to 3 years of pay statements and tax statements online at your convenience, safely and securely. Additional features are available depending on what's offered by your company.

- In your welcome email, click **Register Now** or go to **www.myAccess.adp.com**.
- 2 Enter your first and last name

You may be asked to verify the month and day of birth or the last 4 digits of your SSN, EIN, or TIN



3 Enter your email and phone number



For security reasons, if you enter an email or mobile number that's already being used by someone else, you may also be prompted to choose 3 security questions.

- 4 Create the User ID * 0 User ID and Gillman227 **Password** vou'll use to Password (case sensitive) * sign in Strong (Add a special character to strengthen) Confirm password (case sensitive) * Accept the Terms 0 and Conditions Accept Terms and Conditions ✓ I have read and agree to the Employee Access Terms and Conditions
- 5 Activate your email and phone number
 Be sure to reply to the email or text message you receive within 24 hours. We'll use them to send a confirmation code to recover your user ID or password if you ever forget them.
- 6 Sign into Employee Access

Be sure to bookmark www.myAccess.adp.com for the next time you sign in.

