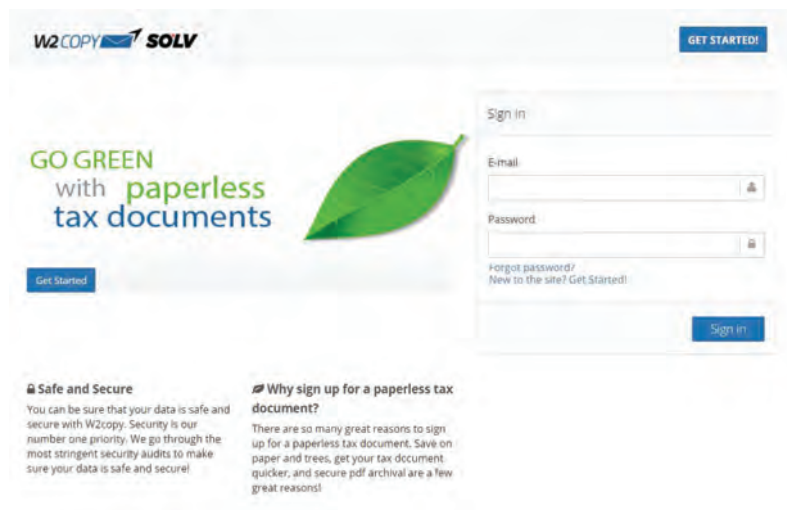


HOW TO REGISTER FOR PAPERLESS W2 OR 1095

1. Go to <https://ew2online.w2copy.net/login>. If this is your first time at the new site click *“Get Started”*. Once registered, existing users can login with email and password. If you had an account on the old site, your prior history will be available once you have re-registered on the new site.



W2COPY SOLV GET STARTED!

GO GREEN with paperless tax documents

Sign in

E-mail

Password

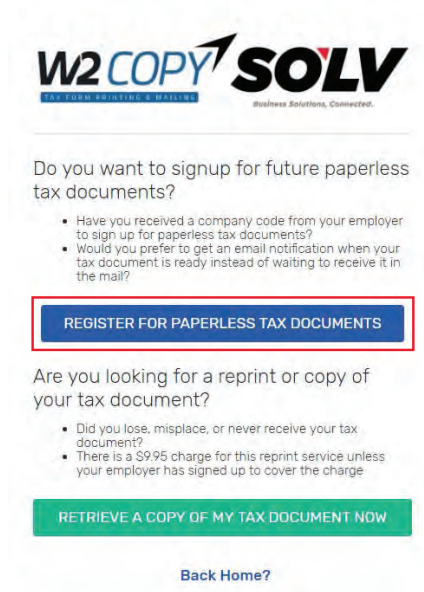
Forgot password? New to the site? Get Started!

Sign in

Safe and Secure
You can be sure that your data is safe and secure with W2copy. Security is our number one priority. We go through the most stringent security audits to make sure your data is safe and secure!

Why sign up for a paperless tax document?
There are so many great reasons to sign up for a paperless tax document. Save on paper and trees, get your tax document quicker, and secure pdf archival are a few great reasons!

2. Click *“Register for Paperless Tax Documents”*



W2COPY SOLV
TAX FORM PRINTING & MAILING Business Solutions, Connected.

Do you want to signup for future paperless tax documents?

- Have you received a company code from your employer to sign up for paperless tax documents?
- Would you prefer to get an email notification when your tax document is ready instead of waiting to receive it in the mail?

REGISTER FOR PAPERLESS TAX DOCUMENTS

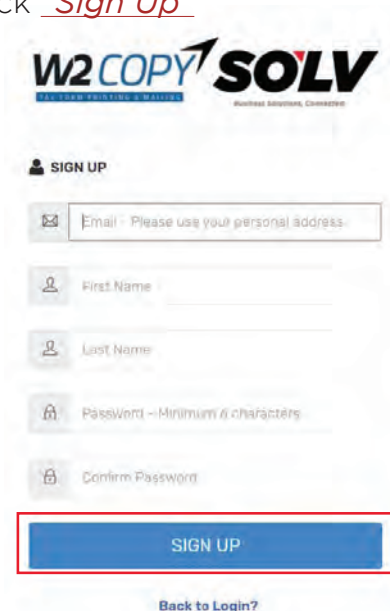
Are you looking for a reprint or copy of your tax document?

- Did you lose, misplace, or never receive your tax document?
- There is a \$9.95 charge for this reprint service unless your employer has signed up to cover the charge

RETRIEVE A COPY OF MY TAX DOCUMENT NOW

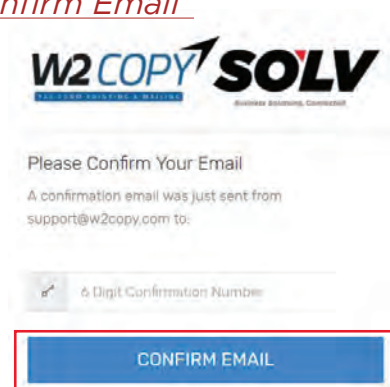
[Back Home?](#)

3. Enter your information and click **“Sign Up”**



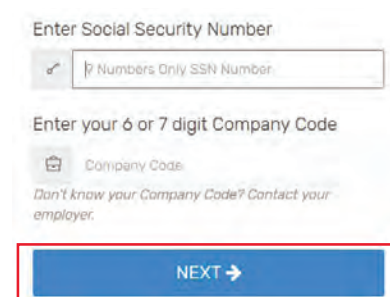
The image shows the 'SIGN UP' form on the W2COPY SOLV website. At the top is the logo 'W2COPY SOLV' with the tagline 'Business Solutions. Connected.' Below the logo is a 'SIGN UP' heading. The form contains five input fields: 'Email - Please use your personal address', 'First Name', 'Last Name', 'Password - Minimum 6 characters', and 'Confirm Password'. Each field has a small icon to its left (envelope, person, person, lock, and lock respectively). At the bottom of the form is a blue button labeled 'SIGN UP' which is highlighted with a red rectangle. Below the button is a link that says 'Back to Login?'.

4. Check your email for the 6 digit confirmation code we will send you. Enter your code on the website and click **“Confirm Email”**



The image shows the 'Please Confirm Your Email' form on the W2COPY SOLV website. At the top is the logo 'W2COPY SOLV' with the tagline 'Business Solutions. Connected.' Below the logo is the heading 'Please Confirm Your Email'. The text below the heading says 'A confirmation email was just sent from support@w2copy.com to:'. Below this text is a single input field with a lock icon and the label '6 Digit Confirmation Number'. At the bottom of the form is a blue button labeled 'CONFIRM EMAIL' which is highlighted with a red rectangle.

5. Once your email is confirmed, the system will ask several question to verify your identity.
6. Enter your SSN and Company Code. Please contact your employer if you don't know your company code.



The image shows the form for entering personal and company information on the W2COPY SOLV website. It has two main sections. The first section is titled 'Enter Social Security Number' and contains a single input field with a lock icon and the label '7 Numbers Only SSN Number'. The second section is titled 'Enter your 6 or 7 digit Company Code' and contains a single input field with a lock icon and the label 'Company Code'. Below the company code field is a note that says 'Don't know your Company Code? Contact your employer.' At the bottom of the form is a blue button labeled 'NEXT →' which is highlighted with a red rectangle.

7. The system will then ask several more questions to verify your identity.
8. Once you have verified your identity, you will be asked if you want to sign up for Paperless Tax Documents and click ["Confirm Paperless"](#)

Yes I want to enroll for Paperless Tax Documents!

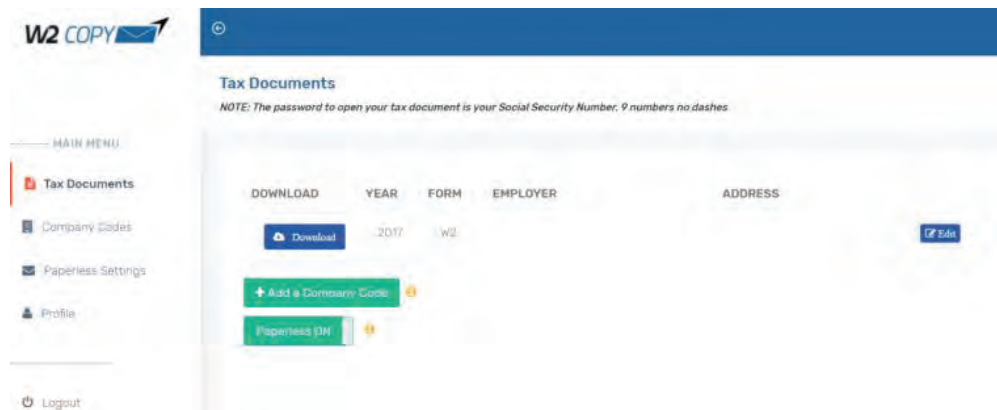
Upon clicking the CONFIRM PAPERLESS button I consent to receive my W2 or other tax document(s) electronically each year. I understand that I will not receive a paper copy unless I change my preference inside this website portal.

CONFIRM PAPERLESS

DECLINE PAPERLESS

 Logout?

9. You will then be taken to the portal where you can download tax documents if they are available. The PDF is encrypted with a password. The password to open the PDF is your 9 digit SSN with NO DASHES.
10. You will also have the ability to enable/disable paperless tax documents, and add additional Company Codes for any employer that uses W2Copy.com



W2 COPY

Tax Documents

NOTE: The password to open your tax document is your Social Security Number, 9 numbers no dashes

DOWNLOAD	YEAR	FORM	EMPLOYER	ADDRESS
Download	2017	W2		Edit

[+ Add a Company Code](#)

[Paperless ON](#)

[Logout](#)