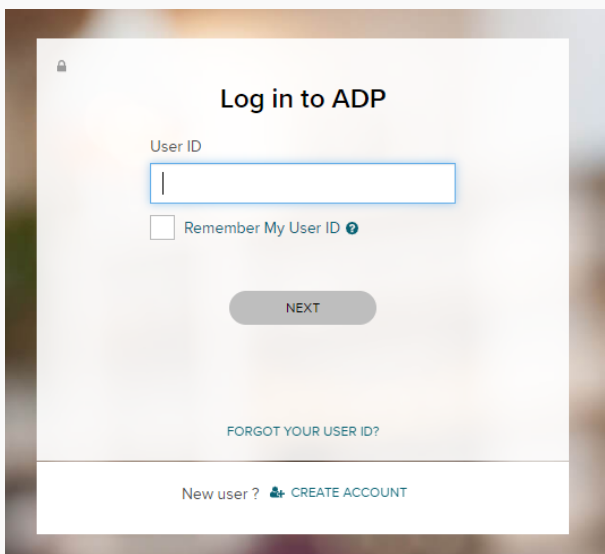


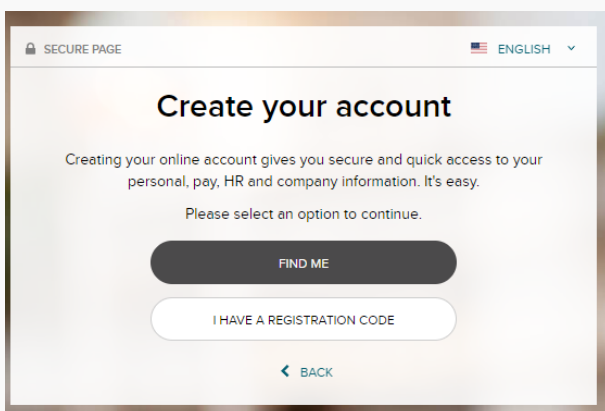
## How to create account for paystubs:

1. Go to [myadp.com](https://myadp.com)
2. Click **Create Account**



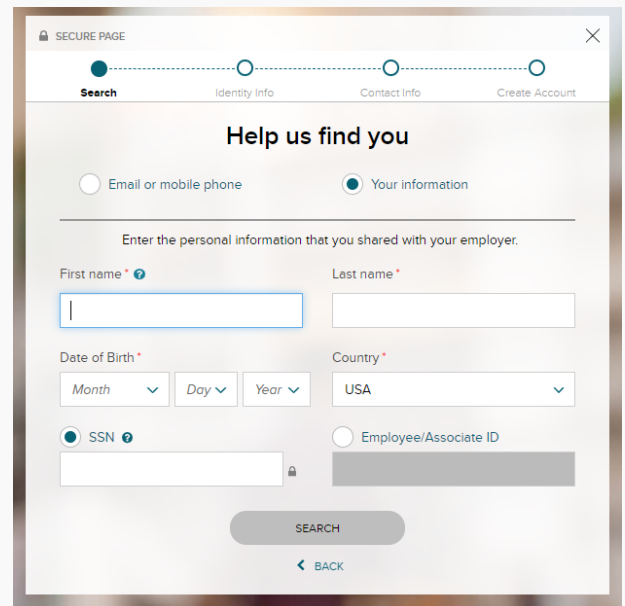
The screenshot shows the ADP login page. At the top, it says "Log in to ADP". Below that is a "User ID" input field with a cursor. There is a "Remember My User ID" checkbox. A "NEXT" button is centered below the input field. At the bottom, there is a link for "FORGOT YOUR USER ID?" and a "New user ? CREATE ACCOUNT" link.

3. Click **Find Me**



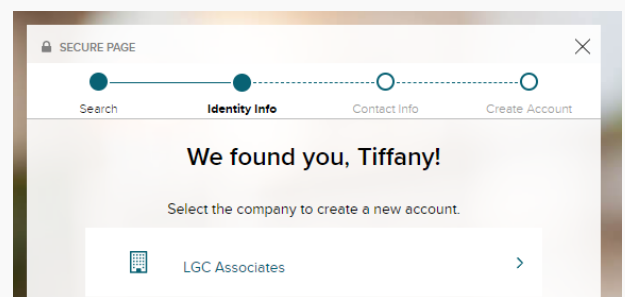
The screenshot shows the "Create your account" page. It has a heading "Create your account" and a sub-heading "Creating your online account gives you secure and quick access to your personal, pay, HR and company information. It's easy." Below that, it says "Please select an option to continue." There are two buttons: "FIND ME" and "I HAVE A REGISTRATION CODE". A "BACK" link is at the bottom.

4. Select **Your Information** & fill out



The screenshot shows the "Help us find you" page. It has a progress bar at the top with four steps: "Search", "Identity Info", "Contact Info", and "Create Account". The "Search" step is active. Below the progress bar, there are two radio buttons: "Email or mobile phone" and "Your information". The "Your information" option is selected. Below that, it says "Enter the personal information that you shared with your employer." There are input fields for "First name" and "Last name". Below that are "Date of Birth" fields for "Month", "Day", and "Year", and a "Country" dropdown menu set to "USA". There are also radio buttons for "SSN" and "Employee/Associate ID". A "SEARCH" button is at the bottom, and a "BACK" link is below it.

5. Select **LGC Associates**



The screenshot shows the "We found you, Tiffany!" page. It has a progress bar at the top with four steps: "Search", "Identity Info", "Contact Info", and "Create Account". The "Identity Info" step is active. Below the progress bar, it says "We found you, Tiffany!" and "Select the company to create a new account." There is a list item for "LGC Associates" with a right arrow.

6. Follow the rest of the **prompted steps** to complete!