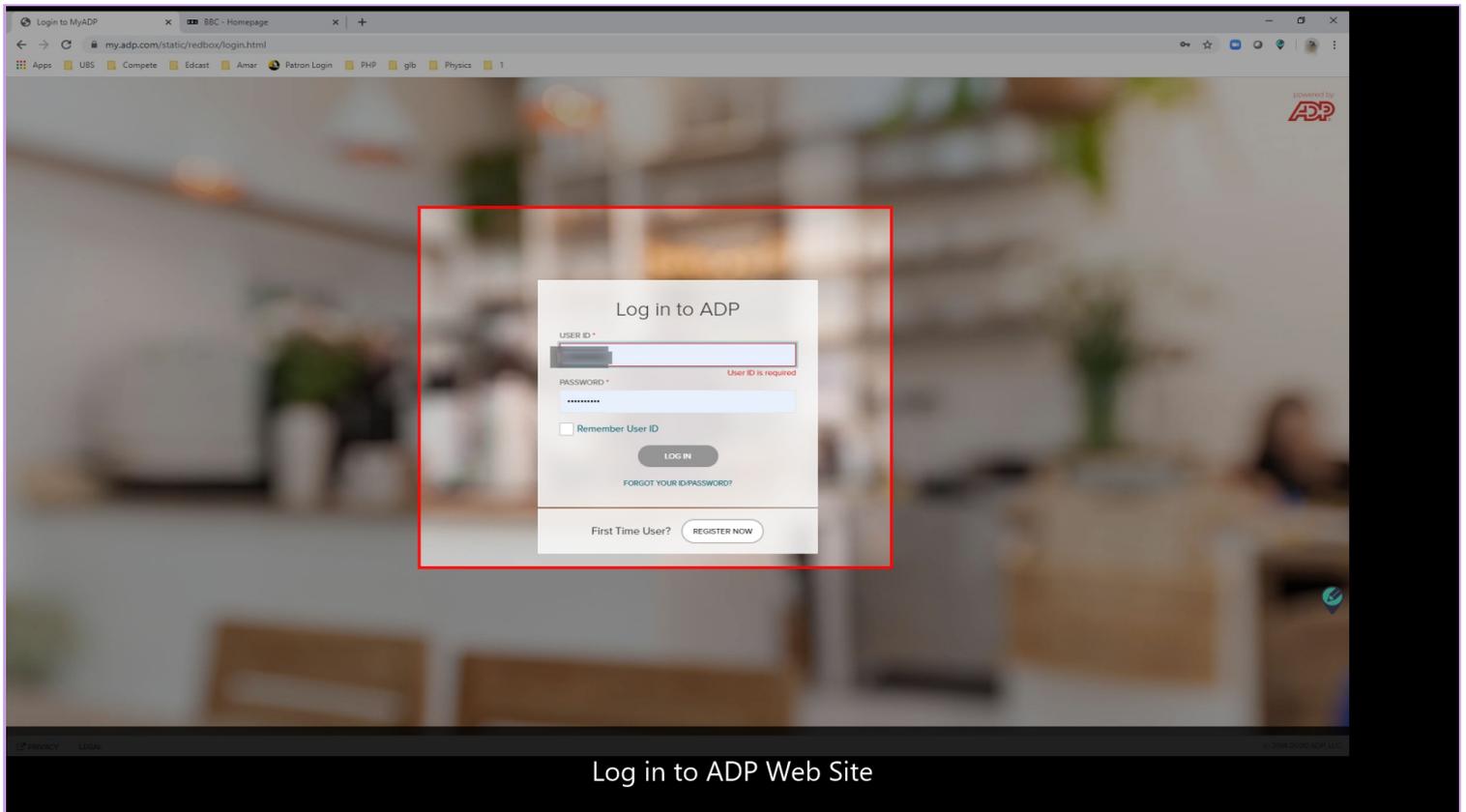




How to download your W2 pdf from ADP Web Site

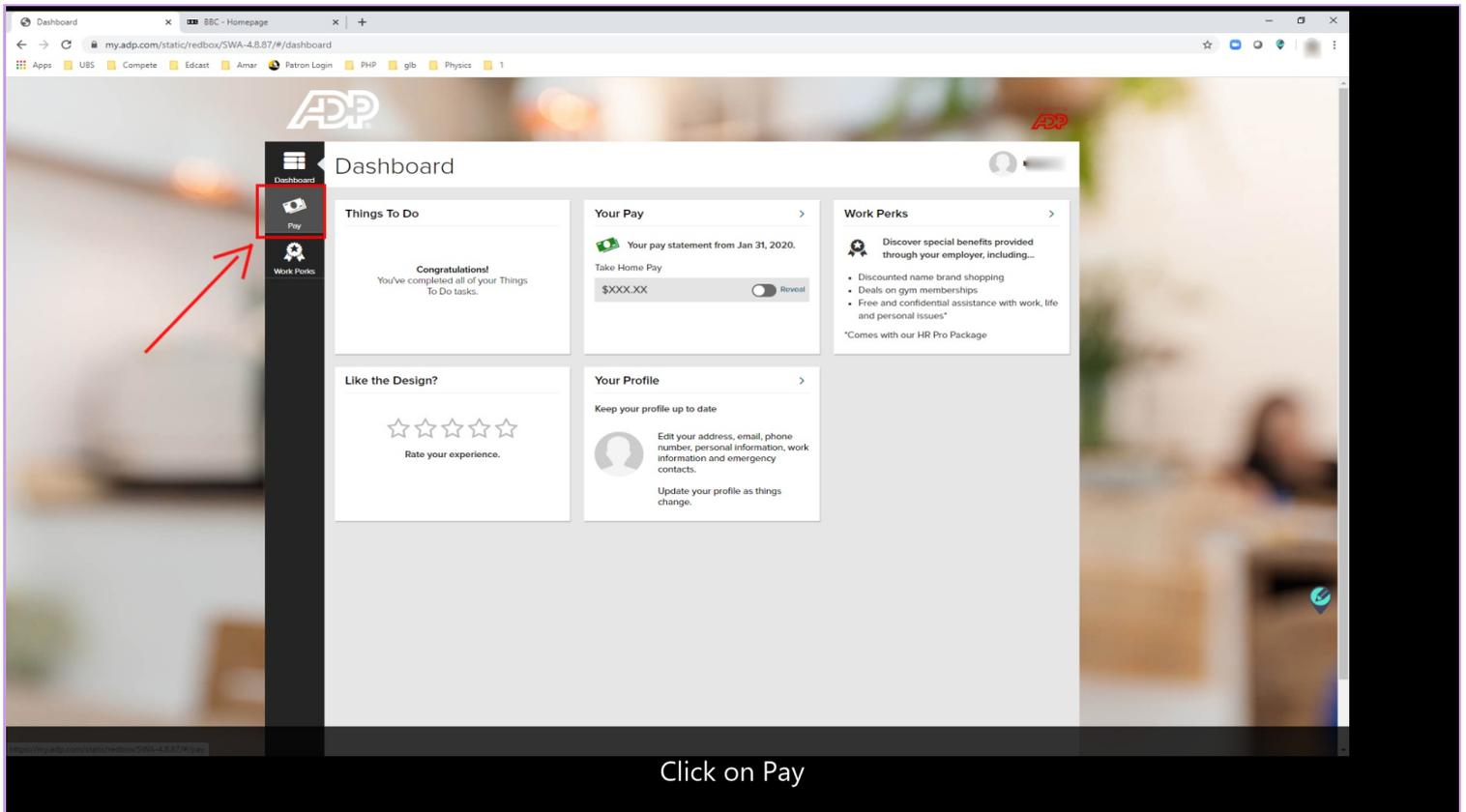
Step: 01

Log in to ADP Web Site



Step: 02

Click on Pay

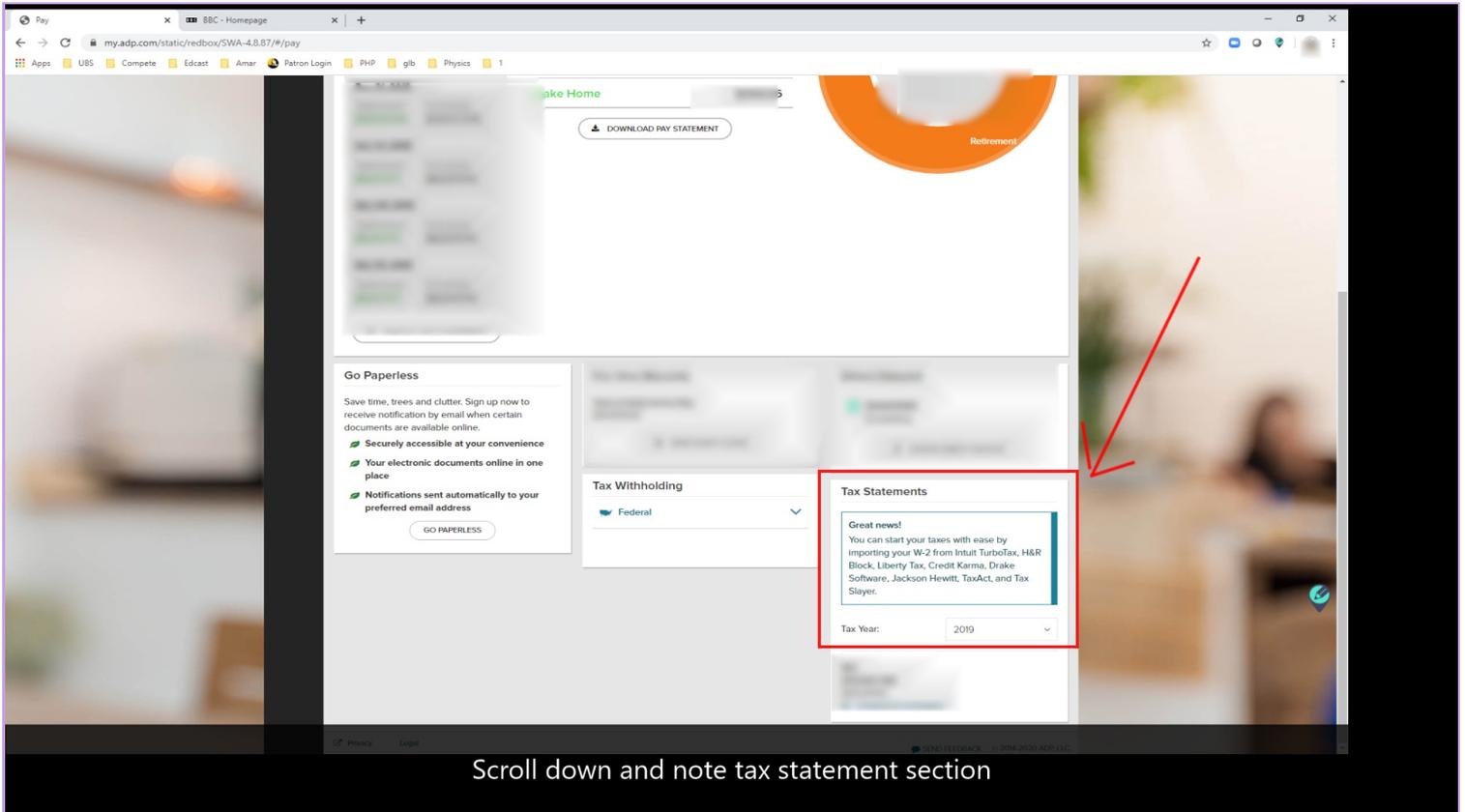


The screenshot shows the ADP dashboard interface. In the left-hand sidebar, the 'Pay' button is highlighted with a red rectangular box, and a red arrow points to it from the left. The main dashboard area contains several sections: 'Things To Do' with a congratulatory message, 'Your Pay' showing a pay statement for Jan 31, 2020, 'Work Perks' with a list of benefits, 'Like the Design?' with a star rating, and 'Your Profile' with an option to update information.

Click on Pay

Step: 03

Scroll down and note tax statement section

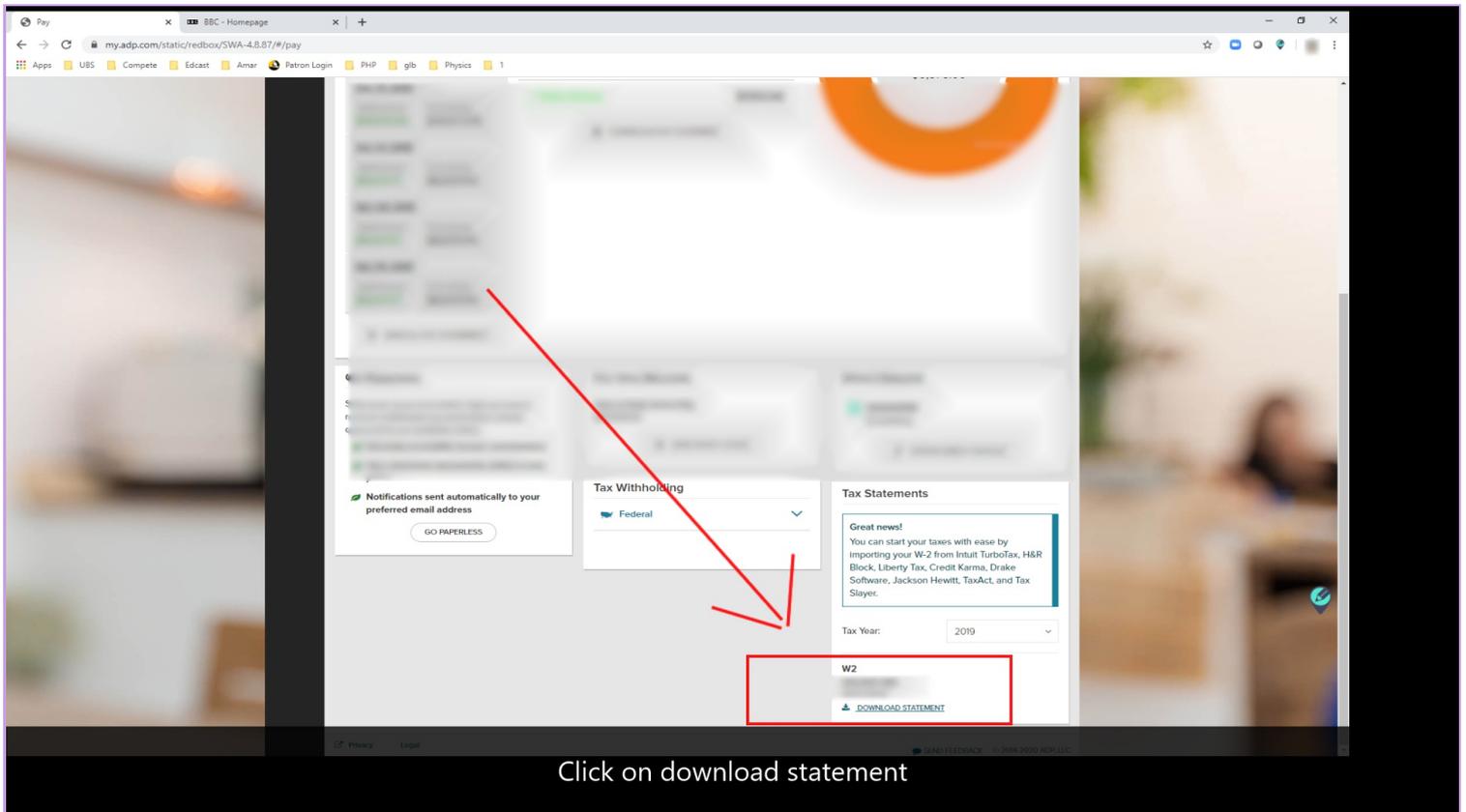


The screenshot displays a web portal interface. At the top, there is a navigation bar with a 'Make Home' button and a 'DOWNLOAD PAY STATEMENT' button. Below this, there are several sections: 'Go Paperless' with a 'GO PAPERLESS' button, 'Tax Withholding' with a dropdown menu set to 'Federal', and 'Tax Statements'. The 'Tax Statements' section is highlighted with a red box and a red arrow. It contains the following text: 'Great news! You can start your taxes with ease by importing your W-2 from Intuit TurboTax, H&R Block, Liberty Tax, Credit Karma, Drake Software, Jackson Hewitt, TaxAct, and Tax Slayer.' Below this text is a 'Tax Year' dropdown menu set to '2019'. The background of the page is blurred, showing a 'Retirement' section with an orange circular graphic.

Scroll down and note tax statement section

Step: 04

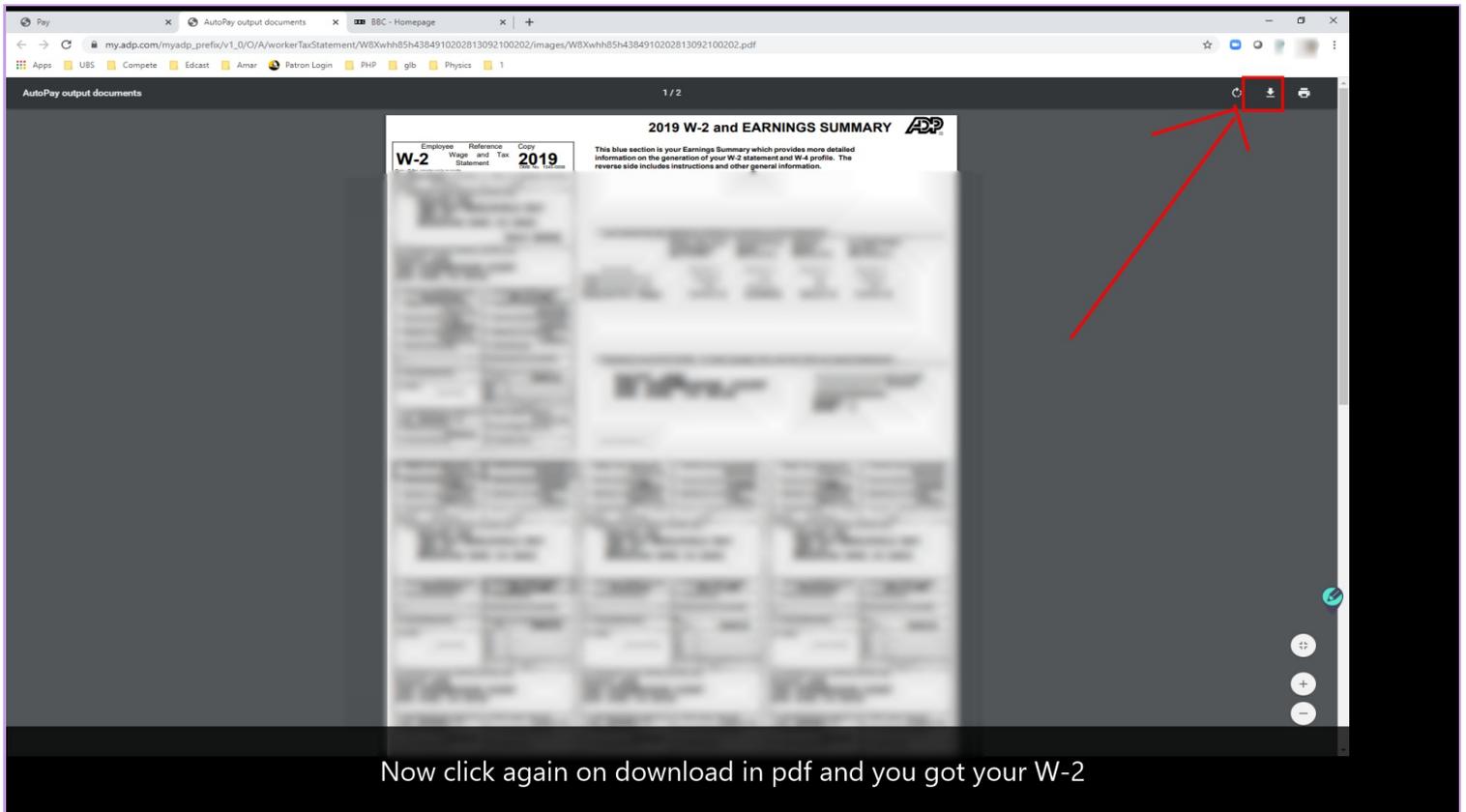
Click on download statement



The screenshot shows a web browser window with the URL `my.adp.com/static/redbox/SWA-4.8.87/#/pay`. The page displays a 'Tax Statements' section with a 'W2' entry. A red box highlights the 'DOWNLOAD STATEMENT' link, and a red arrow points to it from the left. The 'Tax Year' is set to 2019. Below the screenshot, the text 'Click on download statement' is displayed.

Step: 05

Now click again on download in pdf and you got your W-2



The screenshot shows a web browser window displaying a document titled "2019 W-2 and EARNINGS SUMMARY" from ADP. The document is a PDF viewer interface. In the top right corner of the viewer, there is a download icon (a downward arrow) which is highlighted with a red square and a red arrow pointing to it. The document content is partially visible, showing a table with columns for "Employee", "Reference", "Copy", "Wage and Tax Statement", and "2019". Below the table, there is a section titled "This blue section is your Earnings Summary which provides more detailed information on the generation of your W-2 statement and W-4 profile. The reverse side includes instructions and other general information."

Now click again on download in pdf and you got your W-2

Thank You!

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