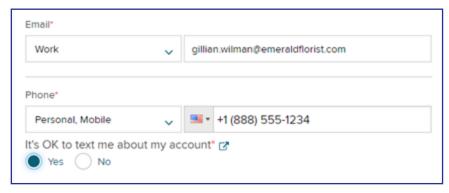
Quick Registration for Employee Access®

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.

- 1 In your welcome email, click **Register Now** or go to **www.myAccess.adp.com**.
- Enter your first and Let's get started last name First, we'll need your information so that we can create your account with Emerald Florist First name 0 Gillian You may be asked to verify the month and day of birth Last name 0 or the last 4 digits of your Wilman SSN, EIN, or TIN And one of these Last 4 Digits of SSN, EIN, or ITIN Birth month and day

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.

- User ID * 0 Create the Gillman227 User ID and Password Password (case sensitive) * you'll use to sign in Strong (Add a special character to strengthen) Confirm password (case sensitive) * 0 Accept the Terms 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.

