

# Accessing Your Atterro Paystub Using ePayroll

You can now access your Atterro paystub using either your computer or your phone. Simply follow the instructions shown below.

## Online Access

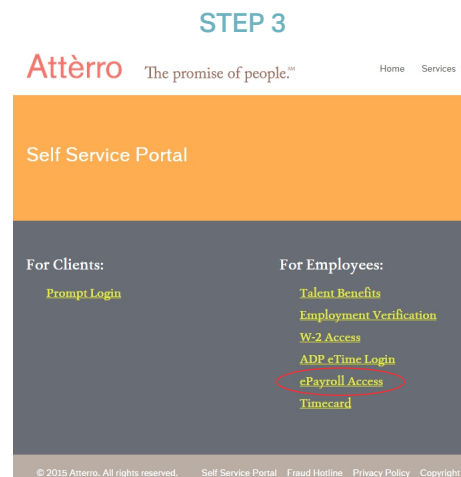
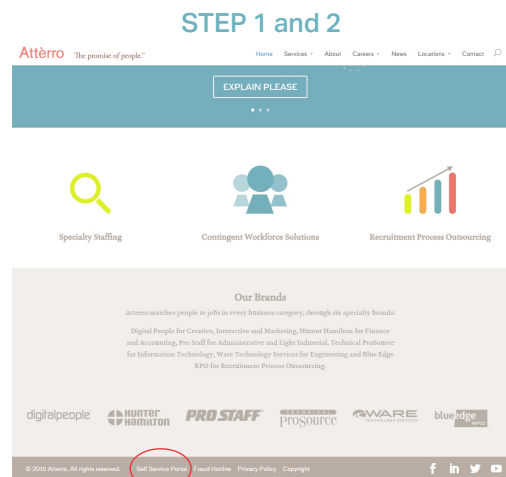
**STEP 1:** Open your web browser and go to the Atterro homepage at

[www.atterro.com](http://www.atterro.com)

**STEP 2:** Click on 'Self Service Portal' at the bottom of the page.

**STEP 3:** Click on 'ePayroll Access'. Atterro's ePayroll login page will display. You will need to enter your **Social Security Number** and your **PIN**. Please note that the first time you log in, your PIN is your employee ID number.

**STEP 4:** To access your paystub, click on the button that reads 'Paystubs'. A summary of your paystubs will display. For additional details or to print a copy of your paystub, click on the check you would like to view.



## Phone Access

**STEP 1:** Call the toll-free Atterro ePayroll number at **1-888-580-3729**.

**STEP 2:** Log in to your personal ePayroll account.

Enter the following information when prompted:

- Your Social Security Number
- Your PIN

*Please note that the first time you log in, your PIN is your employee ID number.*

**STEP 3:** Select from the following options:

- To request a fax of your paystub, Press 1
- For direct deposit, Press 2
- To check the status of a fax request, Press 4
- To change your PIN, Press 5
- For proof of income and employment, or for W-2, Press 6
- To repeat the menu, Press #
- To end your call, Press \*

**Questions?** Contact the Atterro Payroll Department toll-free at **1-877-285-7474**.