

TASC TECHNICAL SERVICES LLC

NOTICE OF ELECTRONIC PAY STUB TRANSITION

IF YOU DO NOT RECEIVE DIRECT DEPOSIT, YOU WILL RECEIVE A CHECK VIA THE U.S. MAIL

TASC Technical Services LLC is transitioning to an electronic paystub system with our payroll provider, Paychex. All paycheck information will be available via your secure personal account with Paychex. All our employees will have an account. Everyone will be converted to a paperless paystub. If you receive a "live" check each week (NOT Direct Deposit) – you will continue to receive the check as well as have an electronic account available.

First time login:

Go to (or click on link)

<https://eservices.paychex.com/secure>

Fill in fields:

Company ID: 0411 Q715

User ID: Your first initial and full last name "Jane Smith" would be **jsmith**

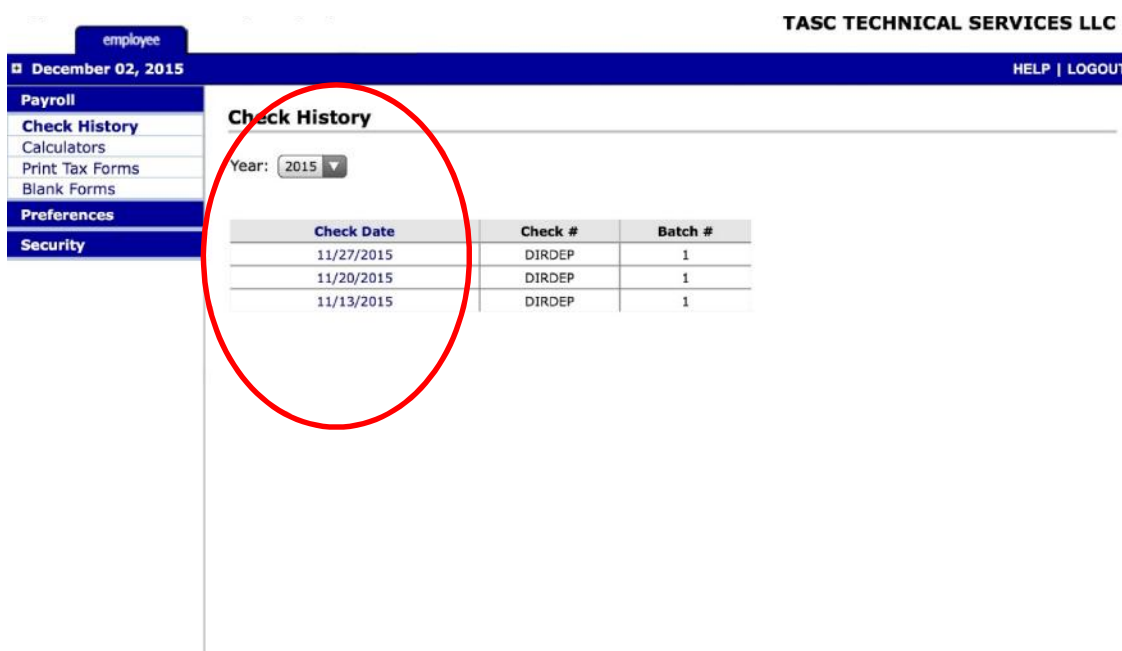
Password: Your initials **capitalized** followed by last 4 of social number. Jane Smith #XXX-XX-1234 would be **JS1234**

You will be prompted to change the password!!

Under the menu option "Preferences" be sure to enter your email to receive notifications.

Any problems with this procedure, please send an email to hours@tasctech.com

All pay stubs after 11/11 are available via clicking on the check date



employee TASC TECHNICAL SERVICES LLC

December 02, 2015 HELP | LOGOUT

Payroll

- Check History
- Calculators
- Print Tax Forms
- Blank Forms

Preferences

Security

Check History

Year: 2015

Check Date	Check #	Batch #
11/27/2015	DIRDEP	1
11/20/2015	DIRDEP	1
11/13/2015	DIRDEP	1