Electronic Paycheck Registration

We are happy to provide ADP iPayStatements as a benefit for all employees! Through ADP, our payroll provider, we are able to offer you access to your earnings statements and W-2 forms 24 hours/day, 7 days/week!

To Register, simply follow the below steps (The registration process takes approximately 10 minutes to complete.):

1. Go to https://workforcenow.adp.com
2. Click on "Register Now"
3. Enter the **Self Service Registration Pass Code** which is PMILLC-METAL
4. You will be prompted to complete a registration process during which you must answer a few security questions and create a username and password. Your password must contain between 8 to 20 characters and at least one letter and one number.
5. Within 24 hours of completion, you will need to access your email to complete the verification process. If you fail to do so, you will need to repeat the registration process.

**Please note, you need an email address to register. If you don't have an email address, please contact HR for assistance creating one.*

Upon completing the registration process, you may access your pay statements at
https://workforcenow.adp.com.
For computer/internet access on pay days, please contact HR!

We're happy to help employees register, so if you'd like assistance, please see HR!

ADP also has an iPay free app! Download the app by going to the App Store and search ADP Mobile to enjoy access anywhere!

We appreciate the opportunity to provide you with this convenient way of viewing pay information. ☺