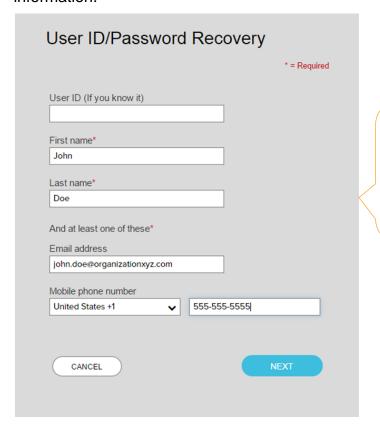
Fast Track Forgot Your User ID/Password



If you forget your login information, you can use the "Forgot Your User ID/Password?" link on your ADP service web site to retrieve your user ID and reset your password. During this process, you will be required to verify that you are the rightful owner of the account to protect your personal information.



Enter your first name and last name exactly as they exist in your organization's records.

Enter an email address and/or mobile phone number associated with your account.

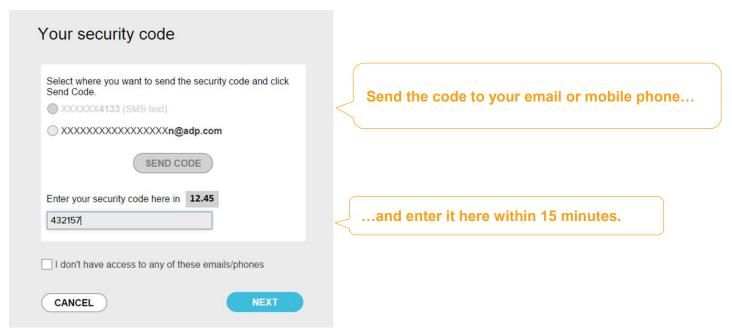
Upon successful verification of the information that you entered, your user ID will be displayed.



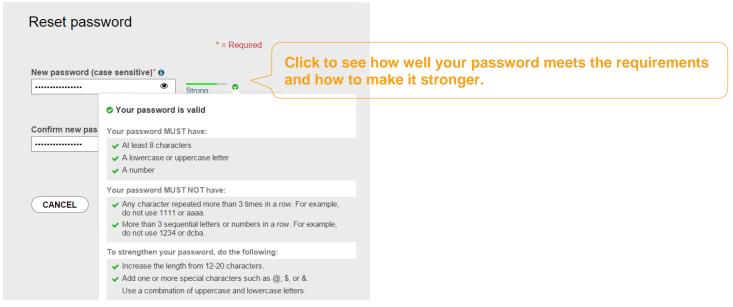
Use this option to reset your account password. The process will be different for administrators / practitioners.

Congratulations! You have successfully retrieved your user ID of your ADP service account.

If you have an email address and/or mobile phone number that is not shared with others in your organization, you can receive and enter a security code. (If you don't have access to your email/phone or you share your email address and/or mobile phone number with others in your organization, you will be prompted to answer security questions instead.)



Upon successful verification of your security code or your security answers, you will be prompted to enter and confirm your new password.



Congratulations! You have successfully retrieved your user ID and reset your password of your ADP service account.