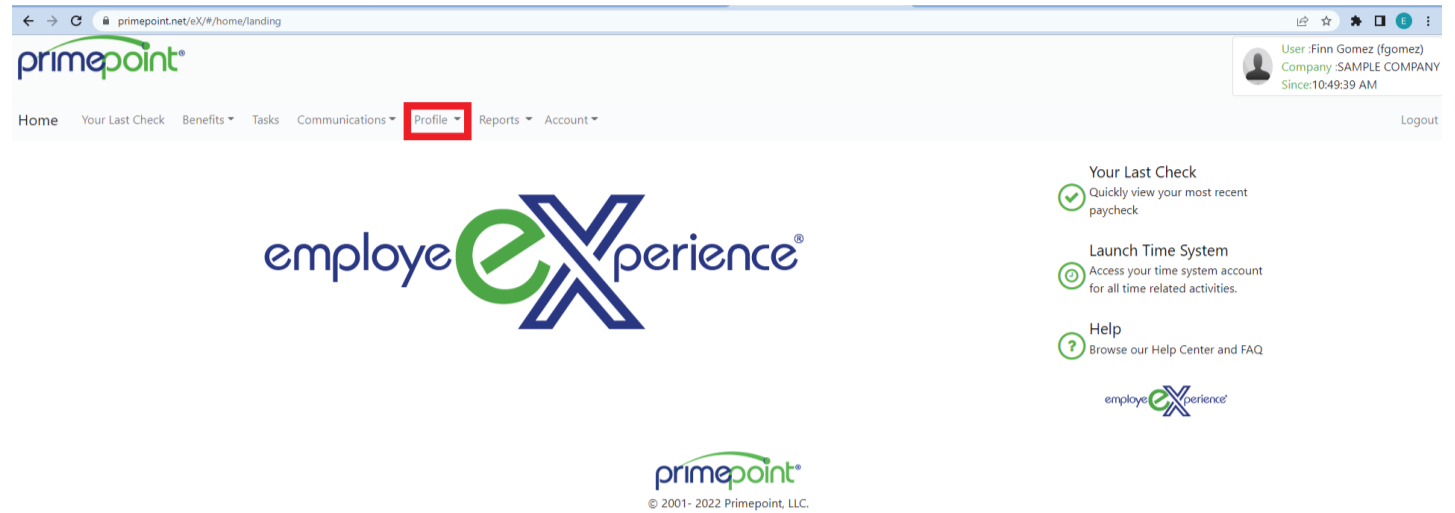


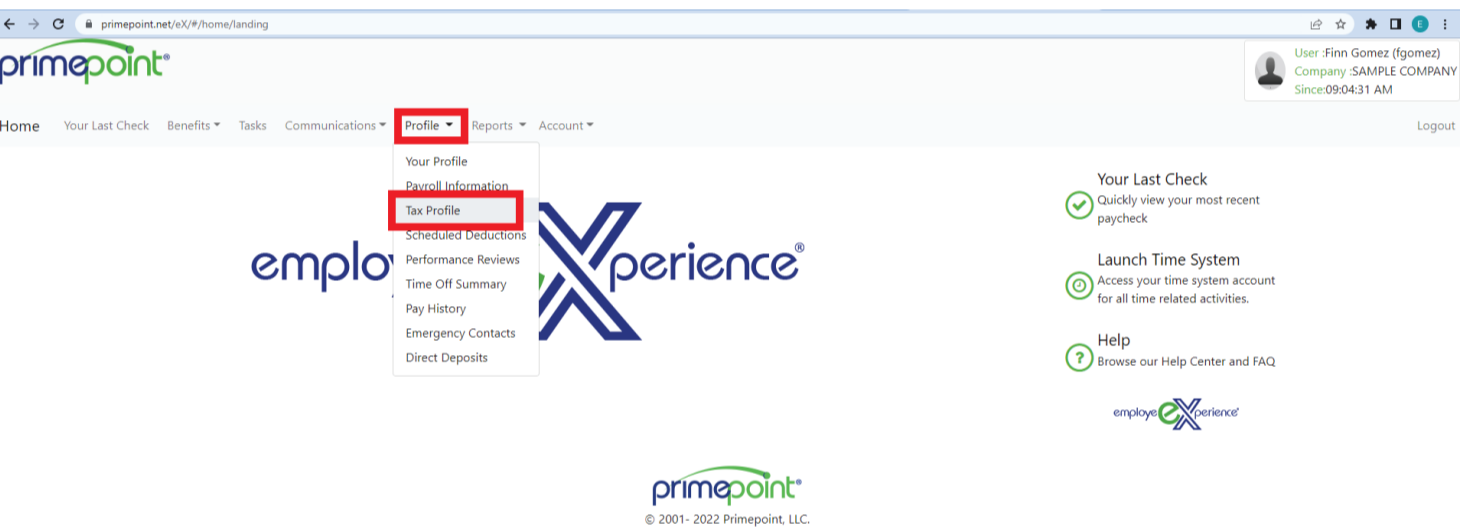
HELP CENTER

To view your tax profile:

1. Select the tab labeled "Profile" on the navigation bar.



2. Select "Tax Profile" from the dropdown options.



3. You can request updates to your tax information by selecting the button labeled "Request Change." Edit the fields you wish to update and submit. Your employer will receive a notification to make these changes. (NOTE: THE "REQUEST CHANGE" BUTTON IS ONLY DISPLAYED IF THE BUSINESS HAS THE "EMPLOYEE CHANGE REQUEST" SERVICE ADDED TO THE ACCOUNT.)

