

How to Register for a Paperless Tax Document:

To register you will need:

- Encore Funding
- Company Code IW1214
- Social Security Number
- The Last Name and Address that was printed on your tax document.

Go to: w2copy.com

Click "Employee Login - Registration and Retrieval"



For a new user, click "Get Started" in the upper right corner of your screen

For an existing/returning user enter your email and password and click "Sign In"



Click "Register for Paperless Tax Documents"



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Enter your personal information and create a password - click "**Sign Up**"

Note: A verification code will be emailed to the address you entered, you will need this code to continue.

Enter your 6-digit confirmation code sent to you via email and click "Confirm Email"

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ENTER THE EMAILED CODE	Please Confirm Your Email A confirmation email was just sent from support@w2copy.com to: youremail@example.com
	6 Digit Confirmation Number CONFIRM EMAIL Decend the confirmation amplify CLICK HERE
	Email address incorrect? Create new account

Once your email is confirmed, the system will ask several questions to verify your identity.

Click "Get Started"



Enter your "Social Security Number (SSN)" and "Company Code"

*Please contact your employer if you don't know your Company Code

** Note: if you have more then one employer you will be able to add additional employers once you are registered.

ENTER YOUR SOCIAL SECURITY, NUMBERS ONLY	Enter social Security Number P Numbers Only SSN Number Enter your 6 or 7 digit Company Code Company Code Company Code Contact your employer.	ENTER YOUR COMPANY'S CODE, PROVIDED BY YOUR EMPLOYER	Encore Funding Company Code: IW1214
	NEXT → ♂ Logout?		

The system will ask several multiple-choice questions to verify your identity. Once you have verified your identity, you will be asked if you want to sign up for Paperless Tax Documents. Click "**Confirm Paperless**"



You will then be taken to the portal where you can download tax documents if they are available. The pdf is encrypted with a password.

The password to open the pdf is your 9-digit Social Security Number with no dashes.

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You also have the ability to enable/disable paperless tax documents, and add additional Company Codes if your employers use W2Copy.

If you need assistance please contact W2Copy at support@w2copy.com or (800) 668-9946