

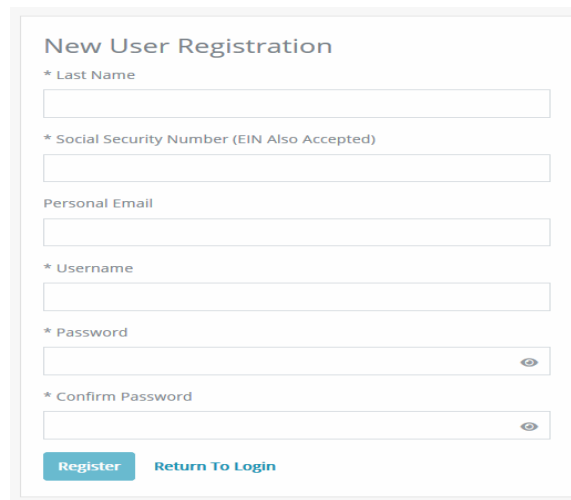
# Registering for the Employee Portal in 4 Simple Steps:

- 1 Go to **WWW.MYPAYPLEASE.COM** and click **Register**



The screenshot shows the PEOPLELEASE website header with the tagline 'the people part of transportation'. Below the header are two input fields: 'Username' and 'Password'. A blue arrow points to the 'Password' field. At the bottom of the form, there are two buttons: 'Login' and 'Register'. The 'Register' button is circled in green. Below the buttons are two links: 'Forgot Username?' and 'Forgot Password?'.

- 2 Enter your personal information and create a **User Name** and **Password**



The screenshot shows a 'New User Registration' form with the following fields: '\* Last Name', '\* Social Security Number (EIN Also Accepted)', 'Personal Email', '\* Username', '\* Password', and '\* Confirm Password'. At the bottom of the form are two buttons: 'Register' and 'Return To Login'.

## TIP

Create a User Name you will remember!

**first initial of your first name  
+ last name  
+ last 4 digits of your Social Security Number**

- 3 Return to **WWW.MYPAYPLEASE.COM**
  - ▶ Enter the **User Name and Password** you just created

- ▶ Click **Log In**

- 4 View and update your personal information, and access pay stubs from the **Dashboard**

For questions regarding registration and log in access, please contact the Employee Support Center at [esc@peoplelease.com](mailto:esc@peoplelease.com), or 1-833-879-9935.

We are available Monday—Friday, 8am to 8pm EST.

# Registrarse para completar incorporación en 4 Sencillos Pasos:

1 Vamos [WWW.MYPAYPLEASE.COM](http://WWW.MYPAYPLEASE.COM) y haga clic en **Registrarse**



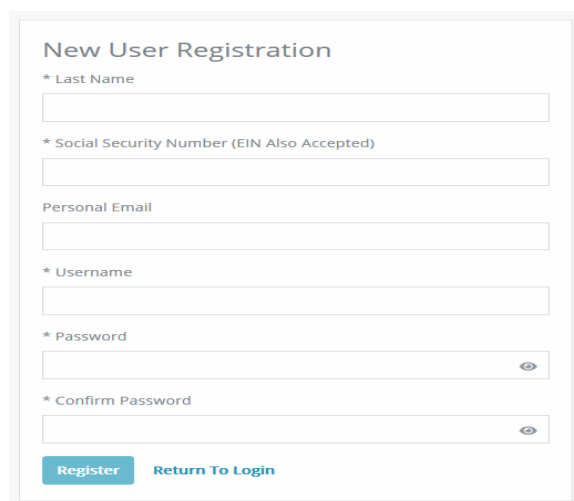
PEOPLEPLEASE  
the people part of transportation

Username

Password

[Forgot Username?](#) [Forgot Password?](#)

2 Ingrese su información personal y crear un **Nombre de Usuario** y **Contraseña**



New User Registration

\* Last Name

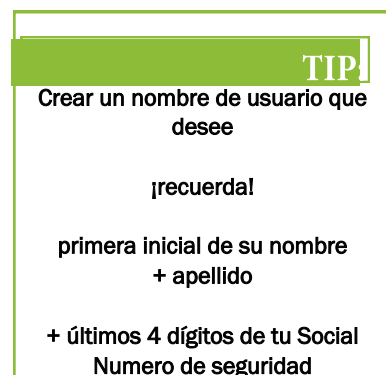
\* Social Security Number (EIN Also Accepted)

Personal Email

\* Username

\* Password

\* Confirm Password



**TIP!**

Crear un nombre de usuario que desee

¡recuerda!

primera inicial de su nombre  
+ apellido

+ últimos 4 dígitos de tu Social  
Numero de seguridad

3 Volver a [WWW.MYPAYPLEASE.COM](http://WWW.MYPAYPLEASE.COM)

▶ Introducir el Nombre de usuario y contraseña tu acabas de crear

▶ **Hacer clic Iniciar sesión**

4 **Serás redirigido para comenzar el ¡Proceso de integración!**

Si tiene preguntas sobre el registro y el acceso al inicio de sesión,  
comuníquese con nosotros en [esc@peoplease.com](mailto:esc@peoplease.com) ,  
o 1-833-879-9935. Estamos  
disponible de lunes a viernes, de 8 a. m. a 8 p. m. EST.