

Copy this link to your URL. This is the site you will use to register for your web advices and W-2s

<https://ipay.adp.com/iPay/login.jsf>

The Registration Pass Code is **DBS1-iPay** (not case sensitive)

Welcome to ADP iPayStatements

■ [Forgot Your Password?](#)

■ [Forgot Your User ID?](#)

■ [Register Now](#)

Information Center

- [Can't Log In?](#)
- [Security Settings](#)
- [Minimum Software Requirements](#)

Use of pop-up blockers may interfere with some of the features on this site. [Tell me more.](#)

Click on "Register Now"

Welcome!

Welcome! ADP is committed to protecting your privacy and ensuring that only you can access your personal information. To assist us in meeting that commitment, you must register with us before using our services. During registration, you'll be assigned a user ID and you'll create a unique password. Then you'll be ready to log on and start using ADP services.

Ready to get started?

The Registration Process At-a-Glance
Here is how to register for ADP services:

- 1 Enter your registration pass code
- 2 Verify your identity
- 3 Enter your contact information
- 4 Enter your security information
- 5 View your user ID and create your password

Privacy & Security

- [Our Security Commitment](#)
- [ADP Privacy Statement](#)
- [Legal Information](#)

Click on "Register Now" bullet

Enter Your Registration Pass Code

Your employer provided you with a registration pass code when they instructed you to register. If you need assistance, contact your administrator for assistance.

Note: The pass code is not case-sensitive.

▶ = Required

Registration Pass Code: ▶ (Example: Genco-1234abc)

The Registration Pass Code is **DBS1-iPay** (not case sensitive)

Enter Your Registration Pass Code

Your employer provided you with a registration pass code when they instructed you to register online for ADP services. If you don't know what your pass code is, contact your administrator for assistance.

Note: The pass code is not case-sensitive.

▶ = Required

Registration Pass Code: ▶ DBS1-iPay (Example: Genco-1234abc)

Enter the code in to the box. Click on the "Next" bullet.

Verify Your Identity

ADP is committed to protecting your privacy and ensuring that only you can access your data. We ask for some personal information so we can confirm that you are the individual you claim to be. Then we can provide you with the appropriate online access to ADP services.

I want to verify my identity using my: Last 4 Digits of Social Security Number (SSN) ▼

Your SSN is used to identify you during the account creation process; ADP does not share your personal information collected through this site with any third-party vendor.

▶ = Required

First Name: ▶ (Your legal first name; do not enter a nickname.)

Middle Initial:

Last Name: ▶ (Apostrophes and hyphens are allowed.)

Last 4 Digits of SSN: ▶

Confirm Last 4 Digits of SSN: ▶

Date of Birth: ▶ Month ▼ ▶ Day ▼

Enter your personal information in the appropriate boxes. Please complete the information entry. Click on the "Next" bullet.

Verify Your Identity

We need some more information in order to verify your identity. Please complete the information on this page.

▶ = Required

A. Select a Service

Service: ▶ ▼

Next to Service, pull down the drop down box. Select the "iPAY Statements."

Verify Your Identity
We need some more information in order to verify your identity. Please complete the information on this page.

▶ = Required

A. Select a Service

Service: ▶ iPay Statements

Next Cancel

Click on the "Next" bullet.

Enter Your Contact Information
Your e-mail address is only used for notifications. If necessary, you can change this information later.

▶ = Required

First Name: ▶ Chris MI:

Last Name: ▶ Harper (Apostrophes and hyphens are allowed.)

Business/Personal E-Mail: ▶ UserID@example.com (This e-mail address is only used for notifications.)

Confirm E-Mail: ▶ UserID@example.com

Phone: ▶ 912-555-1212 (Area code and number in any format.)

Next Cancel

Enter your personal information in the appropriate boxes. Click on the "Next" bullet.

Enter Your Security Information

For security reasons, you must select two different security questions and provide their answers. If you forget your logon information, you will be asked to answer the questions in order to verify your identity.

Important: Be sure to choose answers you can remember.
▶ = Required

City/Town of Birth: ▶ Springfield

Select a question from the list and enter your answer.

Security Question 1: ▶ What was your favorite childhood pet's name?
Answer 1: ▶ spot12

Select a different question from the list and enter your answer.

Security Question 2: ▶ What is your all-time favorite sports team?
Answer 2: ▶ Yankees

Complete the Security Information. You must complete the birth city information and both Security Questions. This will be used to verify your identity in the event you forget your logon information. Please make note of these items in the event you forget your password. Click on the "Next" bullet.

View Your ADP Services User ID

Your user ID is provided below. You'll use this ID and password to log on to ADP services. A confirmation e-mail containing your user ID will be sent to the address you provided.

Note: Your user ID is not case-sensitive.

User ID: UserID@example

Create Your ADP Services Password

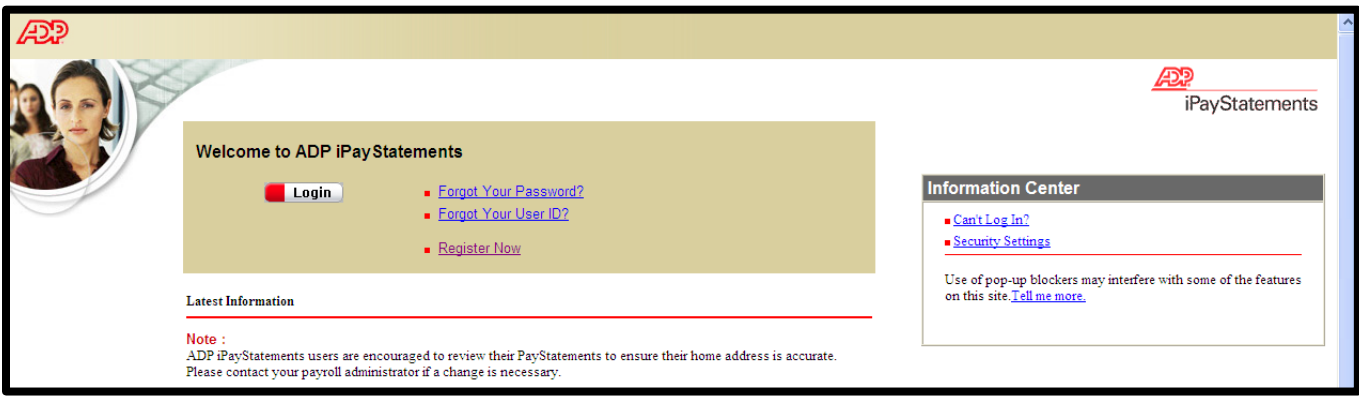
Your password must be at least 8 characters long and must contain at least 1 letter and either 1 number or 1 special character.

Note: Your password is case sensitive.
▶ = Required

Create Password: ▶ [8 dots] (Example: Password01)

Confirm Password: ▶ [8 dots]

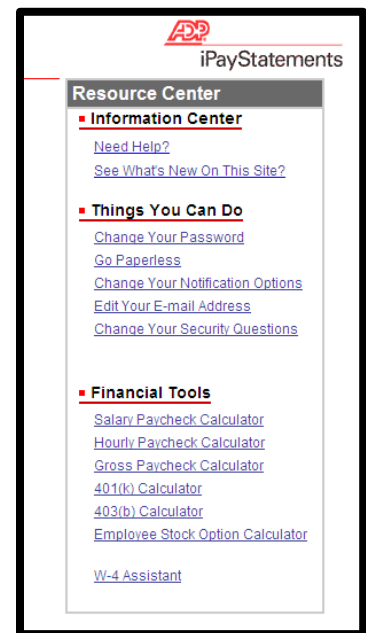
This screen gives your user id information. (Note capitalization-it is case sensitive) You must create a password at least 8 characters in length, contain at least 1 letter, and either 1 number or 1 special character. Use of all three, letter, number and special character will strengthen your password integrity. Make password simple so that you will remember. Please make note of these items for future use. Click on the "Submit" bullet. This completes the registration for the Advice portion of the website.



Go back to the Log in Screen to log in. Use the “Login” bullet.



Enter your user name and password created in the previous process. In most cases, it is your first initial last name. Example JDoe@DBS1. This is Case Sensitive! Click on the “OK” button.



Upon logging in, you will see this box to the right of your statement information. Click on “Go Paperless”

Go Paperless

You can choose to stop receiving paper copies of your statements and access your statements online only. Your statements will remain on the secure website for 3 years. If you want to retain a copy for longer than that, you must either print a copy or save an electronic copy. You may go back to receiving paper statements at any time by deselecting these options.

Access my W-2s and 1099s online only

By selecting this option, you will access your annual statements (W-2s and 1099s) online only. You will no longer receive paper copies. After you click **Next**, you need to accept terms and conditions and then verify that you can view your statement online.

When a new annual statement becomes available on the website, an e-mail notification will be automatically sent to the e-mail address that you provided. If your e-mail address changes, click **Edit Your E-mail** on the Home page to update your e-mail address.

If your W-2 or 1099 is corrected, your corrected form will be delivered via the U.S. mail, and may not be available on the website. You may need to print your W-2 or 1099 in order to attach it to any applicable Federal, State, or local income tax return.

Please read the information.

Go Paperless

You can choose to stop receiving paper copies of your statements and access your statements online only. Your statements will remain on the secure website for 3 years. If you want to retain a copy for longer than that, you must either print a copy or save an electronic copy. You may go back to receiving paper statements at any time by deselecting these options.

Access my W-2s and 1099s online only

By selecting this option, you will access your annual statements (W-2s and 1099s) online only. You will no longer receive paper copies. After you click **Next**, you need to accept terms and conditions and then verify that you can view your statement online.

When a new annual statement becomes available on the website, an e-mail notification will be automatically sent to the e-mail address that you provided. If your e-mail address changes, click **Edit Your E-mail** on the Home page to update your e-mail address.

If your W-2 or 1099 is corrected, your corrected form will be delivered via the U.S. mail, and may not be available on the website. You may need to print your W-2 or 1099 in order to attach it to any applicable Federal, State, or local income tax return.

After reading, please select "Access my W-2s and 1099s online only" by clicking on the box. Click on the "Next" bullet.

Paperless Annual Statements

Step 1. Agreement

1. Agreement

- 2. Confirmation
- 3. Thank You

1. By accepting to go paperless, you consent to stop receiving paper annual forms (W-2s and/or 1099s) and access your forms only on the secure website. This agreement only applies to Forms United States W-2, Virgin Island W-2, and/or 1099-Misc. (If you are receiving a Puerto Rico W-2 or a 1099-R, paper will still be sent.)
2. Your consent applies to annual forms furnished every year until that consent is withdrawn.
3. Hardware and Software required: A computer with Internet access, a browser capable of displaying most common internet web pages, and the ability to view your online forms. Note: You will need to confirm your ability to view your online forms on the following page.
4. You may withdraw your consent at any time by changing your election on the secure website. If you withdraw your consent, you will receive a confirmation message via e-mail. If you no longer have access to the Internet, you must contact your payroll administrator to withdraw your consent. If your payroll administrator withdraws consent on your behalf, you will receive a confirmation letter from your employer.

Please read the information. After reading, click on the "Accept" bullet.

Paperless Annual Statements

Step 2. Confirmation

1. Agreement
2. Confirmation
3. Thank You

Online pay statements are viewable using Adobe® Reader®. Enter the confirmation number displayed below to make sure that you are able to view an online annual statement.

Note: If you cannot see the confirmation number, contact your payroll administrator.



Enter confirmation number here:

You will be given a confirmation number.

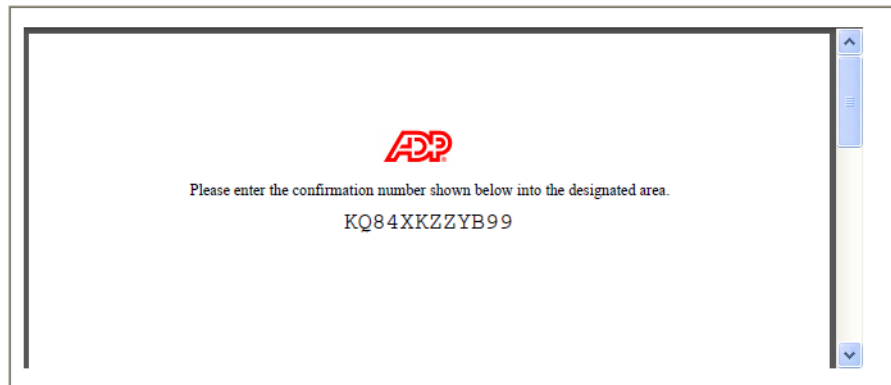
Paperless Annual Statements

Step 2. Confirmation

1. Agreement
2. Confirmation
3. Thank You

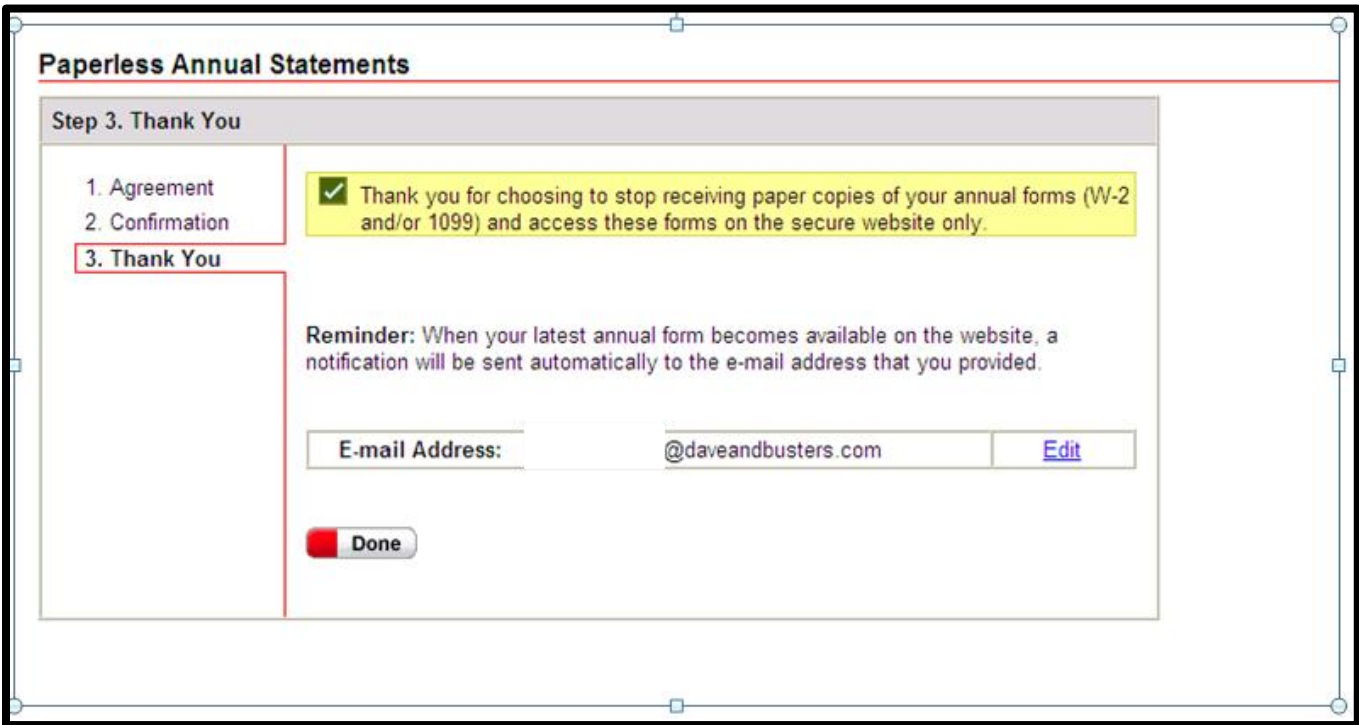
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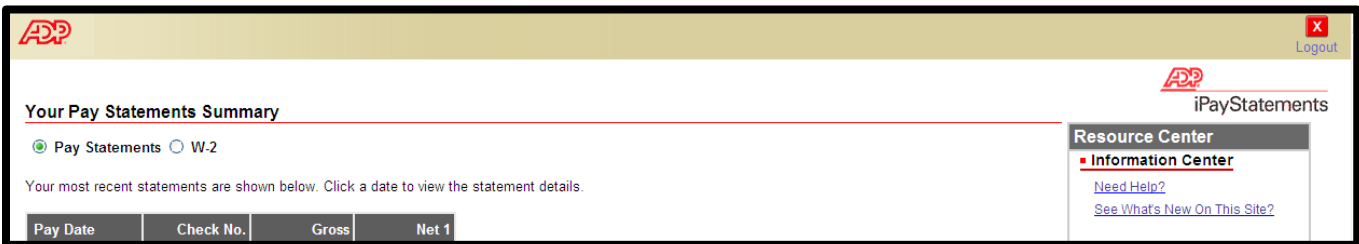


Enter confirmation number here:

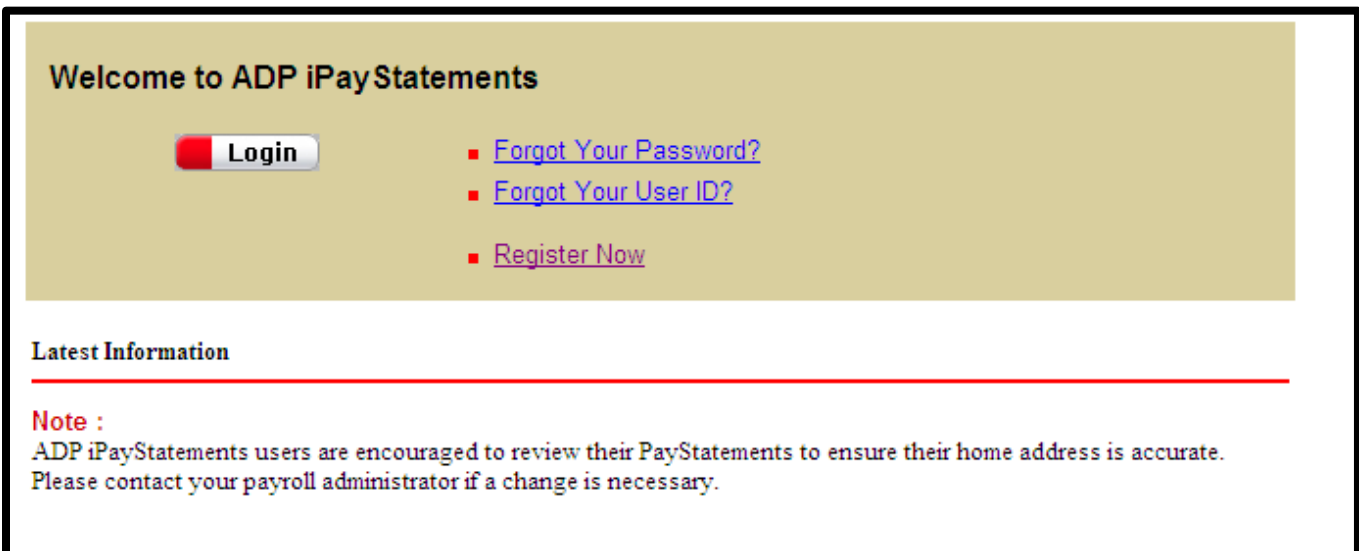
Enter the confirmation number in the box provided. Click on the "Save" bullet.



You will receive a “Thank You” notice. This notice also verifies the email address you provided. Click on the “Done” button.



You have now completed the “Paperless” and last portion of your registration process. Click on the “Logout” button in the upper right corner of the screen.



You should have been redirected to the initial Login screen. Thank you for your cooperation in assisting Dave and Buster's in our continued efforts to "Going Green." If you have any questions, please feel free to contact the Payroll Administrator for your store.