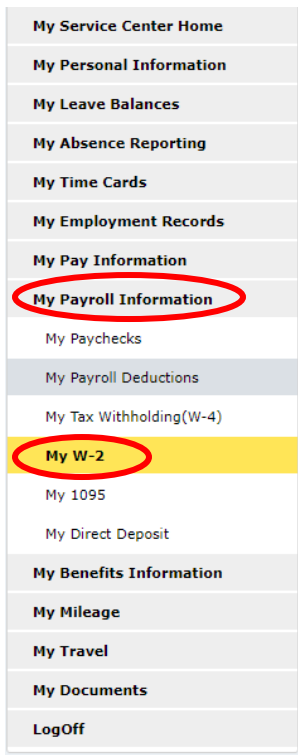


Accessing your W-2 as a Former Employee

Former employees can still use the Employee Service Center (ESC) to access some of their employee information. You will need to create an ESC account as detailed under FAQs for Former Employees.

To locate your W-2 follow these simple steps:

1. Log in to the Employee Service Center at <https://waco.teams.hosting/servicecenter>



2. Click the **My Payroll Information** button on the left side menu then click **My W-2**

3. Click on a **W2 Print** button beside the year you wish to review. It may take a few moments to retrieve the data.

W2 Year	
2018	W2 Print (circled in red)
2017	W2 Print
2016	W2 Print
2015	
2014	

4. In the PDF viewer tool, you can click to **print** or **save** the document.

