

# Westaff



## GOES GREEN

**ENROLL NOW** to receive your 2015 tax form online.  
Enrollment is quick and delivery is secure!

1. Log on to: <http://www.paperlessemployee.com/associates>
2. Create your own personal user ID and password, if you have not already done so
3. Follow the steps on the screen to register for electronic delivery of your tax form
4. If your address has changed, please call 406-443-7169 or email Carra: [carra@westaffmt.com](mailto:carra@westaffmt.com) by **Jan 18<sup>th</sup>, 2016**.

The registration process only takes a few minutes. In January you will be notified by e-mail once your tax statement is available for downloading.

If you select to receive your form electronically, you will not receive a hard copy through the mail. This registration applies to both your current and all future tax statements.

**ENROLL  
TODAY!**

- Immediate access via a secure website
- View/download your form-printable PDFs, if needed
- No paper forms lost or stolen out of the mailbox
- Helps the environment by reducing paper waste



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