

e-W2 ENROLLMENT & ACCESS INSTRUCTIONS

New Enrollees: Consent to e-W2

1. Visit mytaxform.com
2. Log in using:
 - Employer Code 13138
 - Employee ID (located on paystub)
 - PIN (last four SSN+MMDD of birth date).
3. From the main page select "Consent for Online Delivery" and follow the instructions.

Returning Enrollees: Access e-W2

1. Visit mytaxform.com
2. Log in using:
 - Employer Code 13138
 - Employee ID (located on paystub)
 - Enter the PIN created during your initial enrollment.
 - If denied access, select "Forgot PIN" and answer the security questions based on the information previously entered in the Tax Form Management database as of December 1, 2018. This information may include name, legal address, date of birth, and social security number.
 - Once the answers are verified, a one-time password will be generated and sent to you via text, email, or mail.
 - If you do not receive the one-time password, email #HRPayroll@rfcuny.org with the subject line "W-2 Assistance" and include your employee ID number, phone number, and email address.