



EMPLOYEE SELF-SERVICE

<https://eservices.paychex.com/secure/>

We are pleased to introduce you to our Employee Self-Service website provided to us with our payroll services.

To log into the system, you will need the following:

Your Company ID:

Username: 1st initial of your first name combined with your full last name. (lower case)

Password: 1st initial of your first name combined with the 1st initial of your last name (both capitalized) and the last four digits of your Social Security Number.

Company ID's are as follows:

Atlanta Region

0435-MG84 North Georgia
0435-MG86 South Georgia

Atlantic Region

0435-MG79 Holcim
0435-MG81 Florida
0435-MG82 North Carolina
South Carolina
Tennessee
Virginia
0435-MG87 Hardeeville
Holly Hill

Great Lakes Region

0435-MH27 Michigan
Ohio

Gulf Coast Region

0435-MG80 Alabama
Louisiana
Mississippi

Paychex
eServices

Please enter your company ID, username and password to log in

Company ID:

Username:

Password:

SECURE LOGIN

Upon clicking the Secure Login button for the first time, you will be prompted to change your password.

NOTE: For **password resets**, please contact the **Eservices Helpline at 1-800-820-5810.**

Log in and check out the many features this service has to offer!

Paychex features allows you to:

- View past check history
- View tax deduction info
- Print tax forms/W2
- Utilize various calculators (i.e. 401k/Paychex calculator)
- Add emergency contacts
- Ability to change address