

ADP® Mobile Solutions Stay Connected. Anytime. Anywhere.

Once you download the free ADP Mobile App, follow these simple steps to register.

- 1. Go to mobile.adp.com/security and click on the "I need a user ID" link on the home page. Enter registration code:
- **2**. Begin registration by providing the requested information to verify your identity
- You will be given a User ID and asked to select and confirm a password
- 4. Select three security questions/answers
- **5**. Enter an email address, as well as your phone number (optional)
- **6**. You will receive an activation code via email and must enter that code. You will then receive an email confirming that you have completed your registration
- 7. Once you login, click on "Paycard" to access your account information

Please note: If you already have a User ID and password for the ADP Mobile App, you do not need to register again. The Paycard Icon will be displayed to you upon log-in.



For more information, visit **www.adp.com/mobilesolutions/employee** or call **1-800-CALL ADP** [1-800-225-5237].