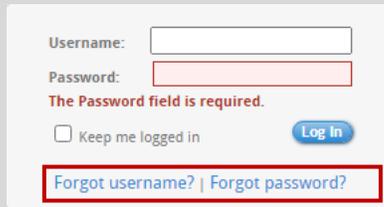


How to manage your electronic W2

1. Log into <https://webcenter.ontempworks.com/HofmannUSA/>
2. If you forgot your username or password, you will be able to retrieve that information from the login screen. (If you do not have a WebCenter account with us and retrieving your password or username does not work, please send us an email with your full name to: ikhusainfo@hofmannusa.com and we will send you an account activation email within 24 hours.)



Username:

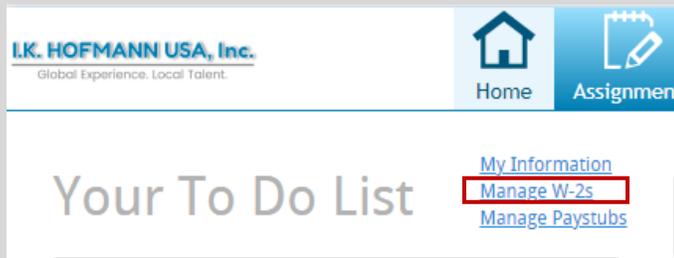
Password:

The Password field is required.

Keep me logged in

[Forgot username?](#) | [Forgot password?](#)

3. Once logged in click "Manage W-2s".



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Home Assignment

Your To Do List

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[Manage W-2s](#)
[Manage Paystubs](#)

4. If you have already opted in to receive your W2 electronically, just click on the year you want to download the W2 for. The W2 will automatically download as pdf.



Available Electronic W-2's

[Change W-2 Options](#) [2020](#)

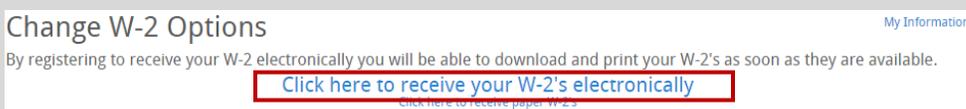
5. If you did not opt in for an electronic W2 yet, click on "Change W-2 options".



Available Electronic W-2's

[Change W-2 Options](#) [2020](#)

6. Select "Click here to receive your W-2's electronically". You can now go back to step 4 and download your W2.



Change W-2 Options [My Information](#)

By registering to receive your W-2 electronically you will be able to download and print your W-2's as soon as they are available.

[Click here to receive your W-2's electronically](#)

[Click here to receive paper W-2's](#)