

Create Your Paychex Flex® Account Today



We chose Paychex as our payroll and HR provider because they have tools that can help you manage your personal information and payroll. Their user-friendly, secure platform, Paychex Flex, grants you access to your information — from any device, anywhere.

When you use Paychex Flex, you can:

Update your personal information, including address, phone, and email

This ensures we have the most updated data and can contact you in the event of an emergency.

Add your direct deposit information

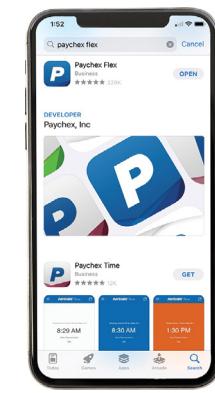
You can easily add account information yourself. Manage where your pay goes with no need for a voided check. All routing information can be entered here and edited as often as you need.

View your check stubs, W2s, and time-off balances

If you need to access pay data to use for loan, housing applications or other scenarios, your reports will be available in real-time.

Review additional support options

You will receive answers to your account questions from Paychex support right in the app, with chat features, guides, and tutorials that can support you through activity, 24/7.



To get direct access to your information, install the app on your phone and get started today:

1. Download the Paychex Flex app
2. Register using your personal information
3. Activate your account using the link sent to the email address you registered with



To create an account on your computer

1. Visit paychexflex.com
2. Click > Sign-Up
3. Add your personal and security information in a few simple steps

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Watch this [how-to video](#) to get started today.