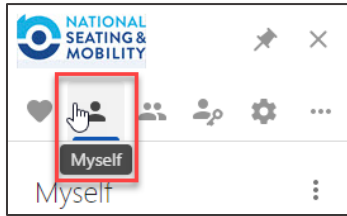




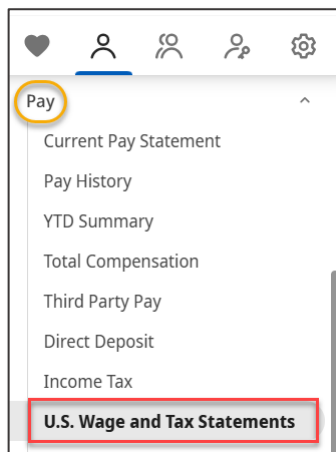
How to Access your W-2 in UKG



1. From the home page in UKG, navigate over to the Menu icon in the upper left corner and select **Myself**.



2. Next, navigate to the **Pay** category and then scroll down to select **U.S. Wage and Tax Statements**. This will take you directly to the W-2 page.



3. From this page, you can print your W-2 by clicking on the hyperlink for **2024**.
You can also change your delivery method from this page by clicking on **Change Paperless Preferences** from the “Things I Can Do” panel on the right.

U.S. wage and tax statements

edit labels

print

help

View and download your year-end tax filing documents

Find by

Tax Year ▼

is ▼

▼

Search

Year ↓	Form	Company	
2024	W-2	National Seating & Mobility, Inc.	

Things I Can Do

For This Page

[Change Paperless Preferences](#)

For This Tab Set

[Add Direct Deposit](#)

[Change Pay Statement Preference](#)








How to Access your W-2 in UKG




4. If you select **Change Paperless Preferences**, you can toggle on or off the paperless preference indicator:

Click **Save** or **Cancel** to close this page.

US year-end forms paperless preferences

 edit labels  save  cancel  print  help >

 You can choose to go paperless on some of your employee forms. If you give your consent to go paperless, you won't get a paper copy of these forms going forward. You can, however, still download and print a copy for your records if you need one. You can change your preferences at any time, but it will only apply to forms going forward.

Whether you'll still receive your year-end tax form electronically after leaving your job can vary. It's best to check with your employer for the specifics.

US year-end tax form

Documents used in the United States to report your annual wages and withheld taxes, such as W-2, W-2C, 1099-MISC, 1099-NEC and 1099-R

☒ ON ☐