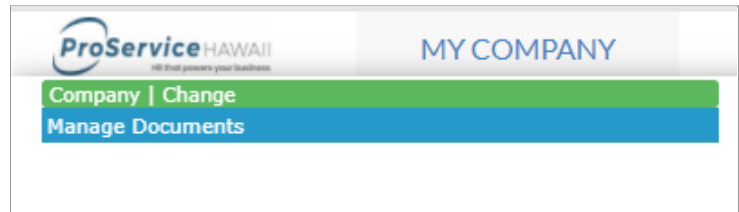
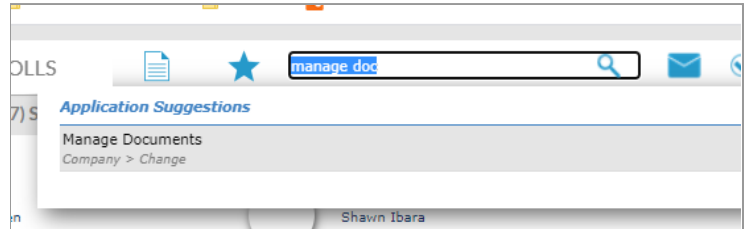


Accessing Tax Packages

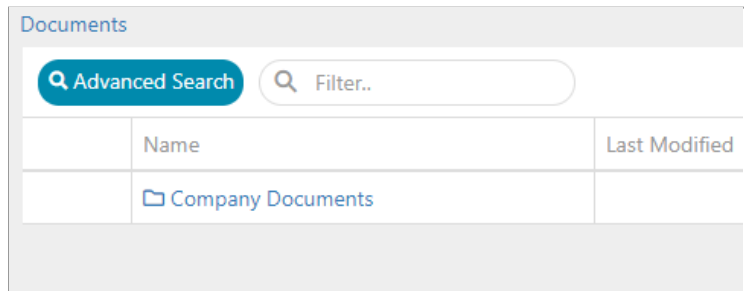
1. From your HR portal, go to **MY COMPANY** and select **Manage Documents**.



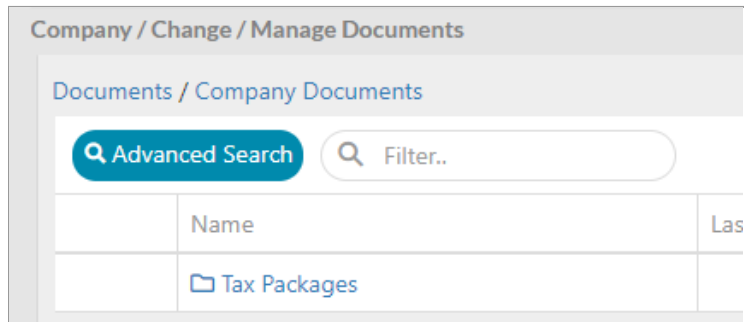
You can also type **manage documents** in your search bar and select it from there.



2. Click on **Company Documents**.



3. Click on **Tax Packages**



4. Click on the **name of the specific tax document** to download it.

