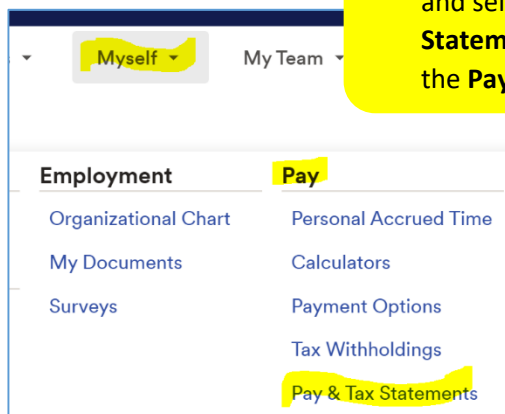


Year-End W2 Instructions

If you'd like quick, on-demand access to your annual form W2, including electronic retrieval by major tax preparers such as H&R Block and TurboTax, as well as supporting the strategic goal of Pioneer Resources to be an environmentally-friendly organization, please **Go Paperless!**

From a desktop PC:



1. Go to the **Myself** tab and select **Pay & Tax Statements** under the **Pay** section.

Go Paperless

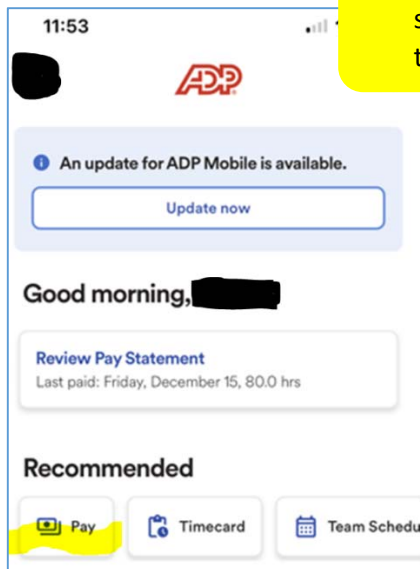
Save time, trees and clutter!

- View your electronic documents online
- Access them securely at your convenience
- Get notified by email when they become available

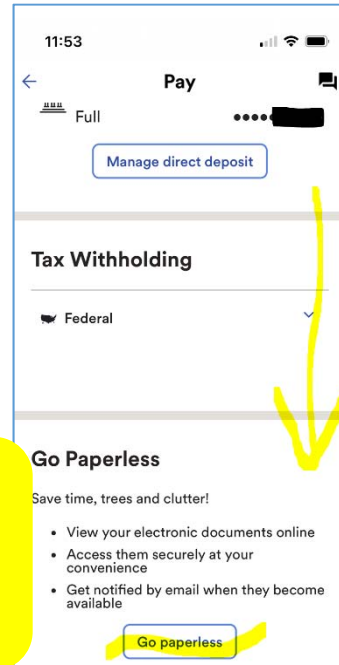
[Go paperless](#)

2. Scroll down; on the right, go to the **Paperless** section and select **Go Paperless**. Follow the prompts to elect paperless tax statements.

From the mobile app:



1. From the home screen, go to the **Pay** tab.



2. Scroll to the bottom, go to the **Go Paperless** section and select **Go Paperless**. Follow the prompts to elect paperless tax statements.

Verify Your Personal Info!

To ensure accuracy with your W2, verify the **spelling of your name, social security number, mailing address, and date of birth** *before the end of the year!*