

2016

Year End Important Reminders, Dates and Deadlines



Would you like to receive your upcoming 2016 W2 by email?

Registration is open to receive your W2 electronically! The deadline to register is January 15, 2017.

Note: If you registered for an E-W2 for the 2015 tax year, you do not need to register again. Simply log on to www.w2copy.com and activate your account to receive a eW2 for the 2016 tax year.

If you are a new registrant follow this simple 3-step process.

Step 1: Register

Go to www.w2copy.com and click "E-W2 & W2 Retrieval/Login/Register".

Click on "Not yet registered for E-W2."

Enter all data fields marked with an (*).

Enter this Company Code at the bottom: IW2012

Select the box, "I would like to receive an E-W2 for this Company Code", and submit.

Step 2: Confirm

Important: Check your email. When you receive a confirmation email from w2@billingdoc.com, click the link it contains to complete the registration process. If you do not receive or respond to the confirmation email, your W-2 will be mailed to you in January.

Step 3: Retrieve/Open

By January 31, 2017, you will receive an email telling you that your E-W2 is ready to retrieve.

Click the link in your E-W2 retrieval email OR go to www.w2copy.com and click "Here" in the tan box on the left side of the page.

When prompted, enter company code, IW2012, and the case-sensitive username and password you created when you registered.

The second time you are asked for a password, enter your social security number (without hyphens).

If you registered in a prior year:

Go to www.w2copy.com and click "E-W2 & W2 Retrieval/Login/Register".

Enter your username and password to login. (If you have forgotten your username or password, there are help buttons provided.)

Enter Company Code, IW2012, in the upper left and click the add button.

Click the button on the upper right, "Yes, Turn on E-W2."

Logout and continue with step 2, above.

If you have questions, or need assistance contact Scott Goette at W2@LandrumHR.com or call 850-266-6229; toll free 800-888-0472.