



Consolidated Edison Company
of New York, Inc.
4 Irving Place
New York NY 10003-0987
www.conEd.com

November, 2019

Re: ADP W2 Online Services

Dear Retiree:

Sign up to use ADP W2 Online Services, and you won't have to wait for your W-2 or 1099-R forms to come in the mail.

What are the benefits of using this free service?

- Earlier access so you can file your tax return sooner
- Ability to download tax forms into income tax preparation tools such as TurboTax
- No possibility of the forms being lost, stolen, misplaced or delayed in the mail
- Access your tax forms from any location 24/7

To register for ADP W-2 Services:

1. Go to <https://w2.adp.com>
2. Click "Register Now"
3. Enter the Registration Code, which is *Coned-V2P*
4. Enter your name and select "W-2 Services"
5. Be sure to have the following information available for validation purposes:
 - *Your Social Security Number (no spaces)*
 - *Employee ID #*
 - *Company Code, which is V2P*
 - *Your 5-digit home zip code*

You must register by December 31, 2019 so you receive your tax forms in mid-January 2020.

If you have already registered, you do not need to register again.

We hope you take advantage of the opportunity to receive your tax forms online.

Danielle Smith-Lewis
Manager, Payroll Section
smithda@coned.com