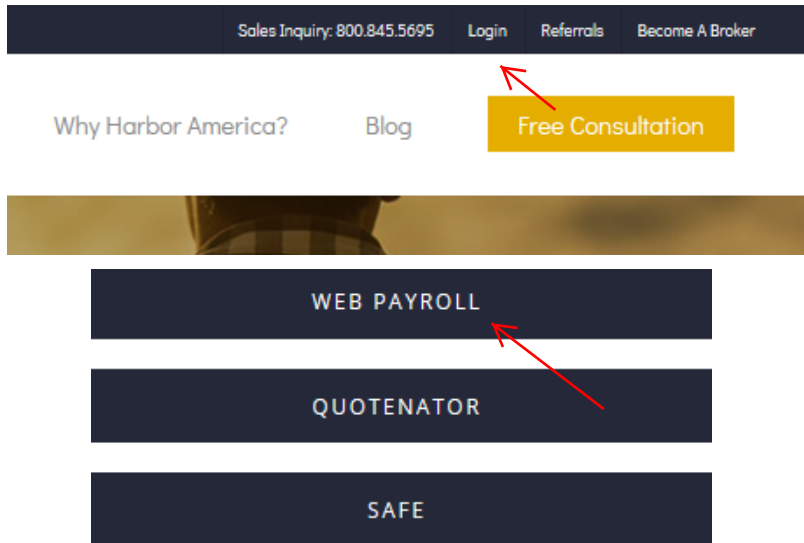


Employee's can request access through an automated system, no action is needed from the client or Harbor.

- Employee goes to www.hapeo.com
- Select Login and the top right
- Select Web Payroll



- From the web payroll log in page select Employee Sign up
- Employee will provide an email, last name and ss #
- The system will automatically generate an email to the employee with their un & pw

