



AccessLandrum/ezWeb for Employees

Your Online Tool for Accessing Your Employment information

NEW LOGIN INSTRUCTIONS

- Go to <http://landrum.ezwebadvantage.com>
- Click to create a New Login
- Enter the login credentials requested
- When you receive the registration email click the link provided within 24 hours to activate your account
- Enter the same password you created earlier
- Select a security picture and enter a label
- Select a security question and enter the answer
- Click the My Employee Information Only button
- Enter the first four letters lowercase of your last name plus the last 4 digits of your Social Security Number (i.e. doe1234) as your Validation Key and then enter your date of birth (**/**/****)

You may now login in using the email address you registered and the password you selected.

My Data

• Earnings Statements - PEO Info, Company Info, Employee Name, last 4 of SSN, Occupation, Address, ID#, Pay Type, Department, Check Date, Period End Date, Earnings and other pay info, Deductions and Adjustments, Statutory Withholding	YES
• Basic Info - Company, First Name, Last Name, Address(es), City, State, Zip, Home Phone, Work Phone	YES
• W2 Register - Links to all employee's W2s since employee was paid by Landrum	YES
• Job Status - Occupation, Status, Employment Type, Full/Part Time, Client Hire Date, Company (Landrum) Hire Date, Termination Date (if applicable), Anniversary Date, Pay Rate, Pay Period	YES
• YTD Information - YTD Earnings, Deductions, Taxes	YES
• Department - Department code and percentage	If Applicable
• Personal Info - Social Security Number and Date of Birth	YES
• Paid Leave - Vacation and/or Sick Time Accrued, Taken, Available, and Accrual Start	If Applicable
• Emergency Contact - Contact Name, Relationship and Phone Number	YES
• Benefits & Benefit Dependents - Company Sponsored Benefits and Dependent Info	If Applicable
• Direct Deposit - Includes ACH ID, Account #, Routing #, Checking/Savings, Code (pre-note, active or inactive)	If Applicable

Access Landrum/ezWeb - Employee Information on Demand

*If you have questions about your online employment information please contact:
access@LandrumHR.com or call 850-476-5100 (Pensacola) or 1-800-888-0472 (toll free).*