



We are pleased to offer Earnings Statements via ADP iPay, a resource which provides employees the ability to view and print their pay stubs and W-2s.

**Infinite does not provide paper pay stubs for those employees with direct deposits. The only way to access pay stubs is via iPay.** *New employees that sign up for direct deposit will receive a manual paycheck for the first 1-2 pay periods. Once direct deposit is activated, the only way to access paycheck stubs is online via iPay Statements.*

In order to access iPay, you must first register using the following process:

You will need the following information before you begin:

**Self Service Registration Pass Code:** Email Payroll team at [USPayroll@infinite.com](mailto:USPayroll@infinite.com) for code  
**Your email address and phone number**

Go to <https://workforcenow.adp.com> and click the "Sign Up". Then follow step below.

On the following screen, you must enter the Self-Service Registration Pass Code (**sent by Payroll team**) and then click on Next.

Please refer to online help if you have difficulty locating the information above.

After you conclude the authentication process, follow the instructions on the Registration screen. In the final step you will be prompted to create new User ID and will be prompted to select a unique password. Your password must contain between 8 to 20 characters and at least one alpha and one numeric character. Once you have completed the registration process, you should "Bookmark" or "Add to your Favorites" the new URL, <https://workforcenow.adp.com>

If you have any questions and/or issues regarding ADP iPay, please contact Infinite Payroll at [USPayroll@infinite.com](mailto:USPayroll@infinite.com) or call one of the following phone numbers: (646) 367-2918 | (301) 355-7724.