Welcome to MyPay!

MyPay is the HR platform for employees to manage their personal information.

Your company works with AllianceHCM to provide HR and payroll technology, and that means you have access to **MyPay**. This quick guides includes some basic information about what MyPay can do.

We know that sometimes you need information when you're not at work, like pay stubs and tax information. And even when you're at work, you're looking for the quickest and easiest way to do something like clock in and out, provide required documents, or complete training. MyPay can help you do all of this, from a mobile device, tablet, laptop or desktop.

How do I find the MyPay app?

You can find the free MyPay app in the Apple App Store here or by scanning the QR code below:
https://apps.apple.com/us/app/alliance-mypay/id1240428649

MyPay on Apple App Store

You can find the free MyPay app in the Google Play store here or by scanning the QR code below:
https://play.google.com/store/apps/details?id=com.alliancepayroll.mypay&hl=en_US&gl=US

MyPay on Google Play Store

What can I do with MyPay?

- **View your personal details** See information like your name for paychecks, your paycheck and direct deposit history, W-2 forms, and more.
- **Make requests and update your information** You can take actions like changing your address, adding phone numbers, updating direct deposits or W-4 allowances, adding dependents or emergency contacts, requesting time off, and so much more.
- **See communications and to-do items from your company** Get alerts, requests for documents, or surveys and company messages from your admin team and managers.
- **Enroll in and manage your benefits** See benefits enrollment notifications in MyPay, then enroll and manage your benefit elections without leaving the platform. You can review final elections before submission, review your elections at any time, and you'll always have summary plan documents available.

Can you give me an overview of how MyPay works?

Of course! [Click through here to get an overview of MyPay.](#)

Who should I contact if I'm having issues with MyPay?

If you need help logging into MyPay, or if your password isn't working, get in touch with your employer's HR system administrator. <mark>Please note: AllianceHCM can't access employee information with any person who is not an authorized administrator at your company — which means we can't help you with access issues. If you reach out to us about accessing your account, we'll redirect you to your company's HR administrator.</mark>