

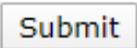
Electronic W-2 Consent Instructions

1. On your MyBethel Home page, click on the “Employee” tab



2. Click on 
3. Click on “Tax Forms”
4. Click on “Electronic W-2 Consent”
5. Read the Electronic W-2 Consent Form and check the box at the bottom to receive the electronic W-2 as your only copy. Though listed, the 1095-C Form is not available electronically yet.

<i>Selection Criteria</i>	
	My Choice
Consent to receive W-2 electronically:	<input checked="" type="checkbox"/>
Consent to receive 1095-C electronically:	<input type="checkbox"/>
I understand the instructions provided to me for accessing and printing my electronic tax forms.	

6. Click 
7. Before closing the form, verify that there is a confirmation notification at the top that reads “ Electronic Statement consent was submitted successfully.”