

CHECK STUB INSTRUCTIONS

Payroll is completed by an electronic system. Paystubs can be viewed anytime using the directions below:

WEBSITE: www.uap1.com

Click ENTER, then choose the EMPLOYEES tab on the left

Next, click on EMPLOYEES-CLICK HERE

USER ID is your Employee ID number which can be found on your check stubs in the upper right hand corner

Password is the last 5 digits of your Social Security number

Any questions, please call your Ashlor Staffing office

Thank you!