

Stage Stores Inc. & Specialty Retailers, Inc.

c/o Stage Stores Estate | PO Box 56627, Houston, Tx 77256-6627 | StageHR@SSIEstate.com

February 2, 2021

To Former Stage Associates:

We hope that you and your families are safe and healthy as we try to wind our way through the uncertainty of COVID in 2021.

We are sending you this information regarding your W-2, a hard-copy of which has been mailed to the last known address we have in our system. Please note, however, that due to the bankruptcy, we have been shutting down certain legacy IT programs and are not able to process address changes. In addition, these W-2s were not sent by ADP as in pre-bankruptcy years. We are using a new vendor to issue your W-2s and provide you with on-line access.

The website is <https://ew2online.w2copy.net>. Please see the instructions below for how to access and download a copy of your W-2. If you have any issues, there is a customer service number (800) 668-9946, and they should be able to assist you with whatever you need.

Because of security concerns for protecting your information, along with restrictions on our activities due to the bankruptcy, we are not able to download your W-2 and email or send a copy to you, nor are we able to resend to you your hard-copy W-2 if it was returned to us.

Thank you, in advance, for your patience and understanding.

Stay safe, and healthy!

SSI Estate



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W2 Information for associates employed by Stage Stores in 2020:

In January 2021 you should receive a physical copy of your W-2 by mail, you will also have access to an electronic copy of your W-2 by accessing the W2 Copy website. If you do not receive a physical copy, or you would like a digital pdf copy for your records please visit <https://ew2online.w2copy.net/login> and follow the instructions below to register and access your W-2. (Your 6-digit Company Code is: IW0772) The Company has prepaid access for this service, so there will be no charge to you. Additionally, if you are having trouble accessing your W-2 through the online portal, you may call our call center for assistance at: 1 (800) 668-9946

We can no longer make any address changes. If you do not receive a copy in the mail, you will need to access your W2 online following the instructions below. The estate will not be able to print or email duplicate copies.

How to Register for a Paperless Tax Document:

- ➊ Go to <https://ew2online.w2copy.net> For a new user, click “Get Started”, existing users can login with email and password. *Note, all existing users from the old site will need to re-register. Once registered, they will be able to view the same history that they had with the old site.
 - ➋ Click “Register for Paperless Tax Documents.”
 - ➌ Enter your information- click “Sign Up.”
 - ➍ Check your email and enter your 6-digit confirmation code and click “Confirm Email”.
 - ➎ Once your email is confirmed, the system will ask several questions to verify your identity.
 - ➏ Enter your SSN and Company Code (Stage Stores Company Code IW0772)
 - ➐ The system will then ask several more questions to verify your identity.
 - ➑ Once you have verified your identity, you will be asked if you want to sign up for Paperless Tax Documents. Click “Confirm Paperless”
 - ➒ You will then be taken to the portal where you can download tax documents if they are available. The pdf is encrypted with a password.
- The password to open the pdf is your 9-digit Social Security Number with no dashes.**
- ➓ You can enable/disable paperless tax documents and add additional Company Codes if your employers use W2Copy.