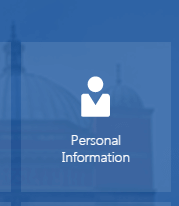
# Finding your payroll number, Payslip and changing your bank account

Go to the me tab



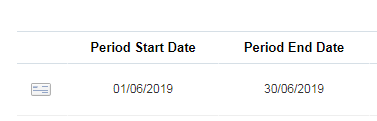
Click on personal information



Go to the payroll option in the left hand navigation



Click on your payslip icon

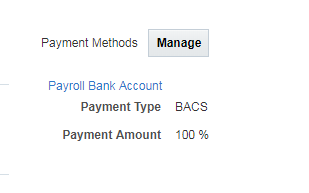


Your payroll number is the Person number at the top right of your payslip

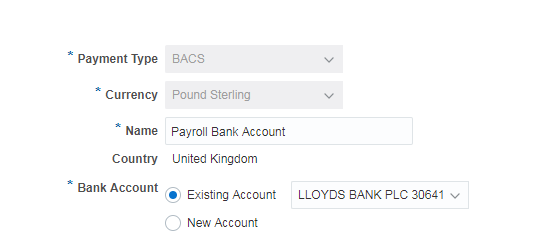


# Changing your payroll bank account

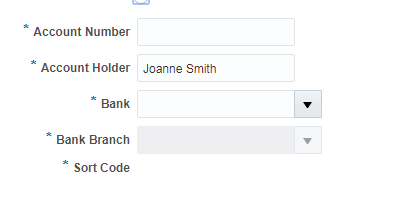
At the right of the screen click on the payroll bank account link



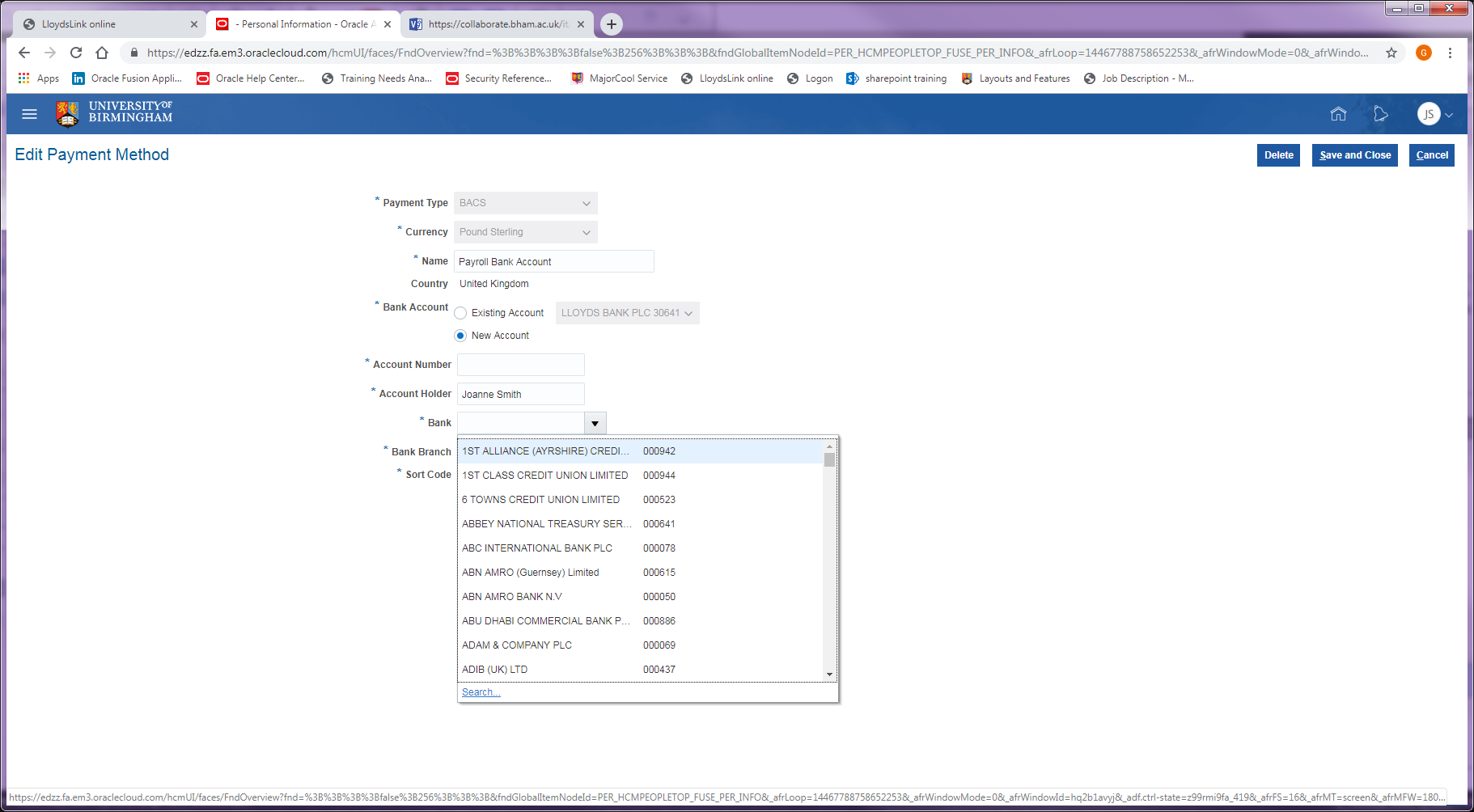
Your current bank account information is displayed, to add a new account select the new account option



Enter your account number and then click on the arrow next to bank

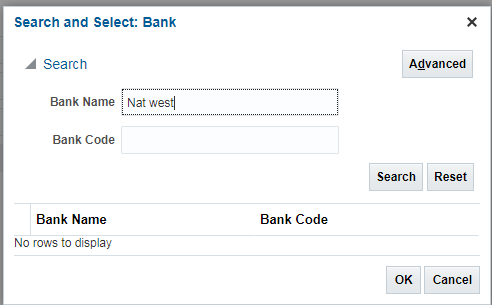


Click on search at the bottom

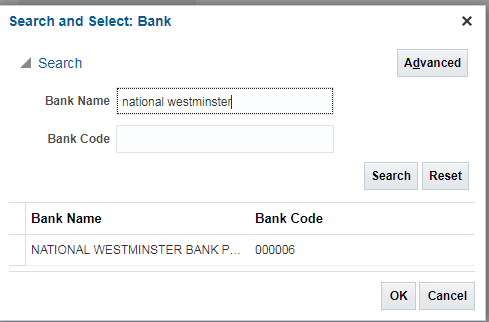


Some common errors when searching for your bank:

Don’t type Nat west



use National Westminster



If you bank with the Co-Op, search for “The co-op” not just co-op

Abbey National is owned by Santander

First direct is owned by HSBC