

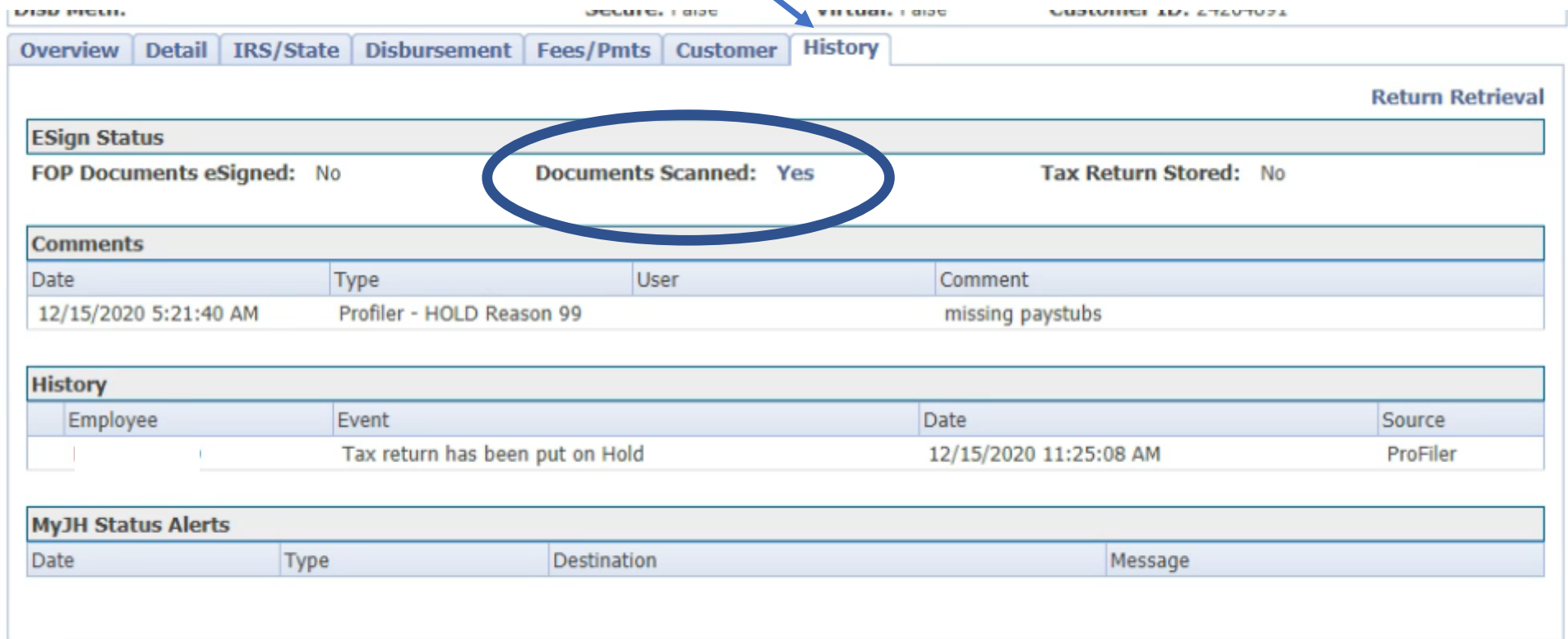
Accessing Scanned Documents:

Log into JHNET.com

Then go to E-services/ Customer lookup

Look client up then click on the history tab.

Under Documents Scanned you will see a BLUE YES- Click on the YES



The screenshot shows the JHNET.com interface with the 'History' tab selected. The 'Documents Scanned: Yes' status is circled in blue, and a blue arrow points from the text above to it.

Overview	Detail	IRS/State	Disbursement	Fees/Pmts	Customer	History
						Return Retrieval
ESign Status						
FOP Documents eSigned: No		Documents Scanned: Yes		Tax Return Stored: No		
Comments						
Date	Type	User	Comment			
12/15/2020 5:21:40 AM	Profiler - HOLD Reason 99		missing paystubs			
History						
Employee	Event	Date	Source			
	Tax return has been put on Hold	12/15/2020 11:25:08 AM	ProFiler			
MyJH Status Alerts						
Date	Type	Destination	Message			