

## How to Create a SAW Account (Secure Access Washington)

Please note if you have a SAW account but it is related to work, you must create an individual one. The key to creating this account is you must connect it to Employment Security Department (ESD) with your SS#. Just creating a SAW account will not work.

1. Go to <https://secureaccess.wa.gov/public/saw/pub/displayRegister.do>
2. If you already have a personal SAW account, please login with your username and password. If you forgot either, use the links provided.
3. If you do not have a SAW account, select "Sign Up" to the right of the screen.
4. Input your name, email and create a password
5. Check your email for an activation link and click on the link.
6. Login with your username and password
7. The next page is a Welcome page.
8. Select the red button called – Add A New Service
9. Select Browse List of Services.
10. Choose Employment Security Department
11. Select Wage History by clicking on green button "Apply"
12. Select OK
13. Select Your Wage History underlined in blue
14. Next Screen says "Continue" to go to ESD website
15. Select "For Yourself"
16. Then select Continue by the first option called "If you're an unemployment claimant, a job seeker, or if you want to send us a message or look up your past wages"
17. Select Verify My Identity
18. Put in your name, SSN, address, and DOB.
19. Once you put in this info, it will take you to your wage history for the last 8 quarters. If you see your wage history, you can exit the screen.
20. If you see this below and you recognize the email as your address, select Recover Account.

The Social Security number (SSN) you entered already exists and is linked to this partly hidden email address:  
|\*\*\*\*\*@gmail.com

If you have access to that email address, you can regain access to your account by clicking the link below.

**RECOVER ACCOUNT**

If you don't have access to the email address displayed and you're sure you entered your SSN correctly, call 855-682-0785 between 8 a.m. – 4 p.m. Monday through Friday for help.

21. If you do not recognize the email address, file a fraudulent claim report with the Employment Security Department at <https://esd.wa.gov/unemployment/unemployment-benefits-fraud> and notify your District.