



## Mijn.loondossier.nl. What's in it for you as an employee?

### What's in it for you as an employee?

You will receive a pay slip from your employer every month or four weeks. You will always receive this by post or e-mail. Via the website mijn.loondossier.nl, your pay slips and annual statements are also available in a private, central and safe 'place' on the internet. This way you can easily access it anytime and anywhere, view the data immediately and possibly also print it.

Mijn.loondossier.nl is from Loon Salary Software, the program with which your employer (or the administration office) calculates your salaries.

### How do you register for mijn.loondossier.nl?

- 1) Your employer sends your pay slip to your (secure) part of mijn.loondossier.nl
- 2) You will then automatically receive two separate welcome e-mails from our LoonDossier-Team (one with the username and one with the password).
- 3) You go to <https://mijn.loondossier.nl> and log in
- 4) Done!

### What do you see on mijn.loondossier.nl?

On your part of mijnloondossier.nl you will see the documents that your employer or the administration office has placed for you on that site:

Mijn LoonDossier  
Vader, A Afmelden

Home Profiel Dossier Ongelezen

### Mijn Dossier 2021

Loon-bestanden

2021 2020 2019 2018 2017 2016 2015 2014 2013 2012 2011 Alle jaren

Zoek...

Naam	Periode	Datum/tijd	
Loonstrook - april 2021	4	04-02-2021 09:43	
Loonstrook - maart 2021	3	04-02-2021 09:43	
Loonstrook - februari 2021	2	04-02-2021 09:43	
Loonstrook - januari 2021	1	04-02-2021 09:43	

Overige bestanden (0)  
Geen bestanden.

Kies een bestand Geen bestand gekozen Voeg toe aan dossier

In your 'Dossier' you will see the employee pay slips that the employer or the administration office has sent to mijn.loondossier.nl. Plus the files you you may have placed it yourself on

mijn.loondossier.nl, such as a (scanned) ID. You will also see the documents that have been shared with you.

If you opt for a pay slip, your pay slip (pdf) will appear on the screen. This way you can of course open all your files and print them if necessary.

### **Add and share files yourself**

You can also place your own files on mijn.loondossier.nl, such as a scanned ID card, your employment contract, company emergency response diploma. Whatever you want. You can also share your self-added files with your employer.

### **App mijn.loondossier.nl**

- There is a mijn.loondossier app for iOS (iPhone, iPad), and Android.
- The app is especially useful for employees, who can always view their pay slips, among other things.
- The app shows almost everything that you can also see via mijn.loondossier.nl, but you do not need a pc.
- You can install the app for free, as you are used to with your smartphone or tablet.

More information can be found here:

[https://www.loon.nl/Handleiding/Mijnloondossier\\_app\\_wN.pdf](https://www.loon.nl/Handleiding/Mijnloondossier_app_wN.pdf) (Dutch language)

### **Security mijn.loondossier.nl**

Security for the mijn.loondossier.nl website has been further tightened. For example, a two-step verification is now possible, and you must have a strong password. The most important changes can be found in this document, each with a short explanation:

[https://www.loon.nl/Handleiding/MLD\\_uitbreiding\\_beveiligingen.pdf](https://www.loon.nl/Handleiding/MLD_uitbreiding_beveiligingen.pdf) (Dutch language)

The changes are of course also visible on the website <https://mijn.loondossier.nl>, and they speak for themselves.

### **Simple use, and future communication channel**

The use of mijn.loondossier.nl is very simple. And of course free of charge.

The site mijn.loondossier.nl will be the communication channel between you and your employer in the future. For example work and absence notices, relocation notices, leave requests, and so on.

Do you have any questions? Then it is best to contact your employer. We wish you a lot of ease of use with mijn.loondossier.nl!

The LoonDossier team

