

# INITIAL LOGIN AND REQUESTING A PASSWORD

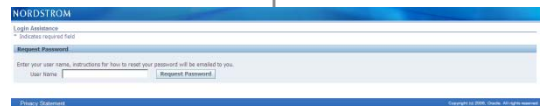
Go to [mynordstrom.com](http://mynordstrom.com), select the *My Pay & Info* tab and click on Log in to *My Pay & Info*.



Click on Request a Password.

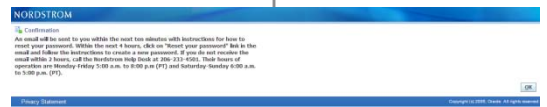


Type in your User Name and click Request a Password.



Click on OK to confirm your request.

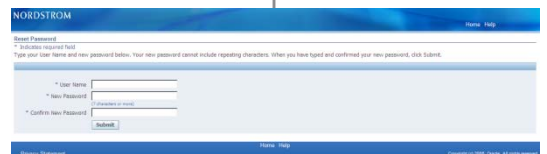
An email will be sent to your personal email address. If you don't have a personal email address on file but you do have a nordstrom.com email address, the email will be sent to that email address. If you don't have an email address on file, contact the HelpDesk to reset your password.



Click on the 'Reset your password' link included in the email.



Type in your new password twice and click Submit.



Once your password is confirmed, use it to log in to My Pay & Info.

