- 1. Login to the TVDSB Employee Portal <u>https://apps3.tvdsb.ca/employees/login/login.aspx</u>
 - User name is "tv" followed by employee ID. For example tv00000
 - Password is your network password. (If you have forgotten your password, please contact the IT Helpdesk at 519-452-2005.)



2. Click "View My T1198 for Bill 124"



3. Click Download T1198



4. Your letter will download.