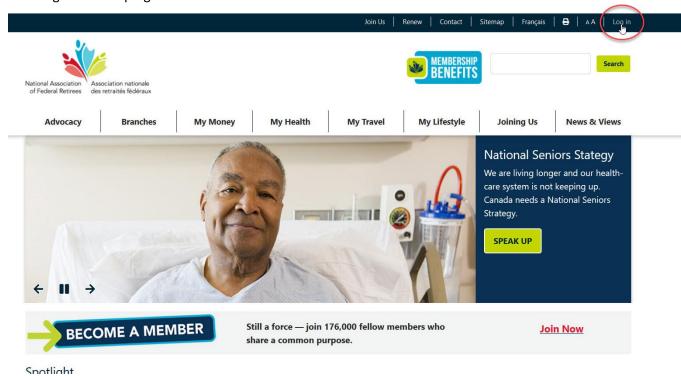
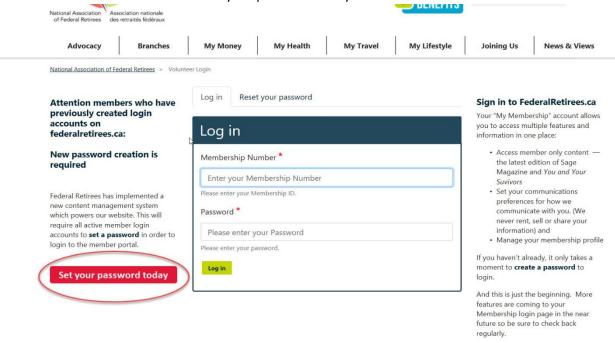
How to create your account and set a password

1. Click Login in the top right-hand corner of www.federalretirees.ca.



2. Click the red button that reads 'Set your password today'.



- 2. Enter your member ID number, and then click the 'Set up my login!' button.
 - ** Your member id number must be 8 digits long. If your membership number is less than 8 digits, please add zeros before your member number so that it is 8 digits long. For example, if your member number is 12345, you should enter 00012345 in the Membership Number field.

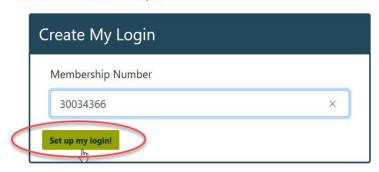
Create a Login

Welcome! Create your private account password to login to:

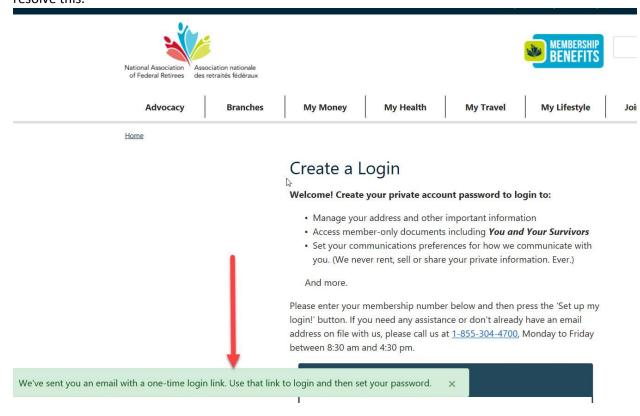
- Manage your address and other important information
- · Access member-only documents including You and Your Survivors
- Set your communications preferences for how we communicate with you. (We never rent, sell or share your private information. Ever.)

And more.

Please enter your membership number below and then press the 'Set up my login!' button. If you need any assistance or don't already have an email address on file with us, please call us at <u>1-855-304-4700</u>, Monday to Friday between 8:30 am and 4:30 pm.



3. The website will send a one-time login link to the email address associated with your membership. If there is no valid email address associated with your member record, the email cannot be sent to you. Please give us a call at 1-855-304-4700 or email service@federalretirees.ca so that we can resolve this.



4. Open your email and find the message that you have received from the web site. Click the one-time link found in the email and you will be directed to a page to set and confirm your password. If you don't see an email from Federal Retirees, please ensure it did not go into your email junk folder. If you cannot find the email message please give us a call at 1-855-304-4700 or email service@federalretirees.ca so that we can assist.

5. Apply and confirm your password, and then click the Save button.







6. Your password has now been applied successfully.

