

Instructions

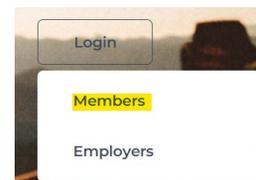
As a member of the CSS Pension Plan, you can use myCSSPEN to:

- ▶ Check the value of your account and fund holdings
- ▶ Keep track of any transactions made
- ▶ Change your investments
- ▶ Update your contact information
- ▶ Access planning tools and calculators
- ▶ Estimate your retirement income

Register for myCSSPEN

Note: Login information for the secure member area on the old CSS Pension Plan website, including Personal Access Numbers (PANs), will not work for myCSSPEN. In order to enhance security and help avoid login issues, you will need to register for myCSSPEN using your CSS Member ID number and email address. This should only take a few minutes using the electronic registration process outlined below.

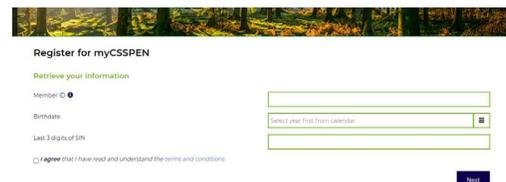
- ▶ **Step 1** - Go to the CSS Pension Plan website at www.csspension.com.
- ▶ **Step 2** - Select the *Login* button from the main navigation. Choose the *members* option.
- ▶ **Step 3** - On the *Log in or register* page, select the option to register.
- ▶ **Step 4** - Enter your:
 - ▶ Member ID (you can find this on your annual statement or by calling us toll-free at 1-844-427-7736)
 - ▶ Birthdate
 - ▶ Last three digits of your SIN
- ▶ **Step 5** - To continue to the next step, review the contact information that we have on file for you and make any necessary corrections.



Connect to your future in just a few clicks with myCSSPEN. As a member of the CSS Pension Plan, you can use myCSSPEN to:

- Check the value of your account
- Keep track of any contributions made
- Confirm your beneficiary is up to date
- Track the value of your fund holdings so you can rebalance if you choose (if you have set your own asset mix)

[Register](#)



Register for myCSSPEN

Review your contact information

To continue to the next step, please review the information we have on file for you and make any necessary corrections.*
*Keeping your information current ensures you'll continue to receive important information about your CSS Pension Plan account.

Home Mailing Address

Name: JANE DOE

Attention Line (optional):

Street: USA-ANYWHERE STREET

Street2:

Street3:

City: ANYTOWN

Province/State: Saskatchewan

- ▶ **Step 6** - Choose an email address and password that you will use for logging in to myCSSPEN (we recommend using a non-work email address. In the event that you change jobs and still have funds in the Plan, you'll need continued access to this email address to sign in to myCSSPEN).

Register for myCSSPEN

Choose your login information

Email

Confirm Email

Password

Confirm Password

- ▶ **Step 7** - To complete the registration process, you must verify your email address. We will send a verification email to the email address you provided in Step 6 that contains a 6-digit verification code. Enter the code into the verification field to complete your myCSSPEN registration. For security reasons, the code will expire in 12 hours.

myCSSPEN for members

Log in or register

Email Address

Password

Log in

Connect to your future in just a few
As a member of the CSS Pension myCSSPEN to:

- Check the value of your account
- Keep track of any contributions
- Confirm your beneficiary is up to date

- ▶ **Step 8** - Once your registration is confirmed, you can continue to the login page and enter the username (email address) and password you created in Step 6 to sign in to myCSSPEN.

Your myCSSPEN account

Once you have logged in to myCSSPEN, you can review your account balance, fund holdings, the contributions made by you and your employer, estimate your retirement income and more. You can also review your beneficiary information on file with the Plan in case you need to make changes (Note: If you do not see your account information after logging in, try refreshing the page or log out and log back in again. If you still experience issues, please contact us).

My Accounts

CONTRIBUTION ▾ VARIABLE BENEFIT ▾ TRANSFERRED-IN ▾

ACCOUNT INFORMATION **MY TRANSACTIONS**

Fund Name: **Balanced -** Current Fund Value: **\$32,957.85** Total Account Value: **\$32,957.85**

Account %	100.00	My Required Contributions	\$18,128.58
Directions %	100.00	My Voluntary Contributions	\$700.49
Unit Price	23.211398000	My Employer's	\$18,128.58
Fund Units	1419.894905890		

My Profile

Member ID: 64900

Name: JANE DOE

Birthdate: 03/20/86 Gender: F

Beneficiary: MIKE DANIEL SMITH

Attention:

Logging out

To log out of your myCSSPEN session, select the *Log out* button in the main navigation. Close your browser to complete the logout process.

Forms and resources ▾ **Log out**

CSS Pension Plan

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