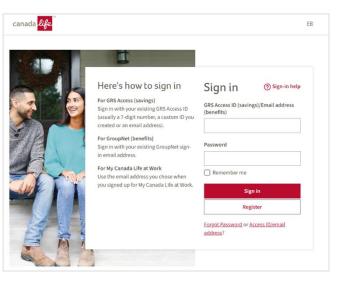


# Moving over to My Canada Life at Work<sup>™</sup>

for group retirement and savings plan members

#### Sign in with your GRS Access account info

Go to mycanadalifeatwork.com and sign in with your existing GRS Access ID and password. This is the same as what you've always used to sign in to your GRS Access account.



### Say hello to My Canada Life at Work

You'll see this message when you can set up My Canada Life at Work.

Say hello to My Canada Life at Work!								
We've made some improvements to how you manage your workplace savings.								
You'll now use My Canada Life at Work instead of GRS Access. We think you'll love the new tools and resources and how easy it is to find everything you need.								
You'll be asked to choose a sign-in email address and create a new password.								
Take a minute n	ow to set	it up.						
		Get star	rted					
		Int registration						
	All fields requ	ind						
	ß	Personal information First name Enter the name as it appears on your health benefit account statements.	its card or savings	Last name Enter the name as it appears on your health benefit account statements.	ts card or savings			
	E							
t		You'll use it to sign in. Password		Confirm password				
		Passwore	Show	Commin password	Show			
		Password must include at least: 1 lowencase letter 1 uppercase letter 1 number 12 characters 1 of these special characters:   # 5 % = + <>						
		Site language Atter you finish registering, you'll see the site in the English	e language you cho					
		O Français						
		<ul> <li>Provide documents electronically where an relevant materials.</li> </ul>	ith more relevant i vailable, including ocuments electron	1. This includes my consent for Canada Life to: reformation and offers by using my personal informat penduct updates, statements, tas information and or ically and certain uses of my personal information by	ther			

#### Add your personal details

Enter your first name and last name. You'll need to create a new username and password using a personal email address, which you'll use to sign in to your account from now on. We recommend you use a personal email address you always have access to instead of a work email address. Save your new username and password in a safe spot so you can get it easily next time you want to check your account.



### Confirm your email address

We'll send you a confirmation email. Check your email and click the link to confirm it. Then you can sign in with your email address and password to finish setting up My Canada Life at Work.

canada <mark>l</mark>	fe	FR	Sign in			
Account registration						
Step 2 of 4: Confirm your email						
-						
E	Click the link in the email we sent to . Check your junk folder or resend the email if you didn't receive it. Resend email					

### Verify your identity

Enter your personal information as it appears on your savings account with Canada Life so we can verify your identity.

	o your account et's make sure it's you		•	
er)	Account information Products you have with us Benefits Plan number: 012345	2	Member ID: 1234567	
	Verifying your identity We need a few details to confirm that it's exactly. Date of birth Month*	you before we m Day (DD)*	ove on. Make sure your info matches our records Year (YYYY)*	
	First name		Middle namo/initial (optional)	
	Postal/Zip code		]	
	Back	Next		

#### Set up two-step verification (optional)

You can set up two-step verification for enhanced security. When you turn this on, we'll email you a 5-digit code each time you sign in to your account or change your password.

canada <mark>life</mark>				
Account	registration			
Step 4 of 4: Tw	vo-step verification			
Ø	Keep it safe. Each time you sign in to your account or change your password, we'll send you a 5-digit code. You'll enter this code to complete your sign-in or password change. This provides an extra layer of security to help ensure no one else can access your account.			
	Turn on 2-step verification? O Yes No			
	Proceed			

## That's it!

My Canada Life at Work is similar to GRS Access. You'll still be able to:

- See your savings summary overall and by plan type
- Set up online contributions (if your plan allows)
- Change your investment instructions (if your plan allows)
- Set a retirement savings goal
- And more!

#### What's new?

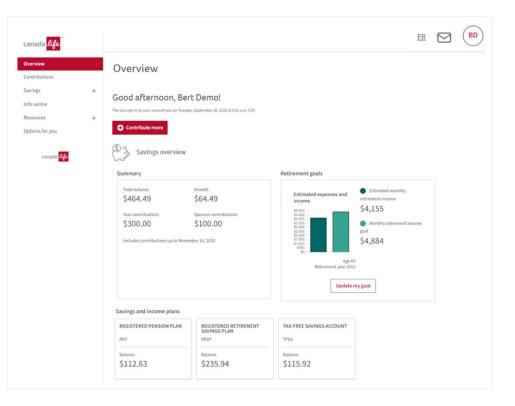
We're committed to helping you improve your financial, physical and mental well-being. That's why under Resources, your group retirement and savings website now includes links for our Health Connected (under Wellness) and Workplace Strategies

for Mental Health websites (under Mental Health).

Health Connected helps you increase your health skills and reduce your health risks. Workplace Strategies for Mental Health is where you'll find tools and resources for workplace mental health and psychological safety.

### **Questions?**

If you have any questions about the website, call Canada Life at 1-888-222-0775, weekdays from 8 a.m. to 8 p.m. ET.



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