## Take control of your retirement savings locar!

## Your retirement savings to-do list.

We all know a retirement savings plan is important. Here are some small steps you can take today, to help you take control of your future.

1	REGISTER AND LOG IN TO PLANVIEWER	<ul> <li>It's quick and easy to activate your account.</li> <li>You'll need your Fidelity reference and your staff number or employee ID.</li> </ul>
2	CHECK YOUR CONTACT DETAILS ARE UP TO DATE	<ul> <li>It's important to let us know when your contact details change. You can do this in <b>PlanViewer</b>.</li> <li>Simply go to 'My profile' then 'Personal information.'</li> </ul>
3	NOMINATE YOUR BENEFICIARIES	<ul> <li>Tell us who you'd like to receive your retirement savings when you die.</li> <li>Simply log in to <b>PlanViewer</b>, go to 'Manage my plan' then 'Update beneficiaries.'</li> </ul>
4	CHECK YOUR SELECTED RETIREMENT AGE	<ul> <li>Check your retirement age to make sure it reflects your current retirement goals and plans.</li> <li>In <b>PlanViewer</b> go to 'My profile' then 'Personal information.'</li> </ul>
5	KNOW HOW MUCH YOU'RE SAVING	<ul> <li>See how much is being saved into your retirements savings plan each month.</li> <li>You can see how much you have saved and where you're invested in <b>PlanViewer</b>.</li> </ul>



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