



Robson • Savage



# Web experience.

## Get started!

As a member of the fund you can log into the website and access the following information and view documents:

- Monthly contributions made to the fund by employer and member
- Most recent and historical benefit statements
- Fund documents, booklets and newsletters
- Online Death benefit distribution expression of wish form

## Register

1. Go to <https://www.robsav.com> and click on “Login” in the top right-hand corner.
2. Using the drop-down menu, select **member** profile.
3. Click on “Forgot or Reset Password”.
4. Enter your email address and click “Submit”.

You will receive an email from [home@robsav.com](mailto:home@robsav.com) with instructions and a link valid for 30 minutes from the time you receive it. Click on the link, enter your details, create your password and click “Submit”.

If you do not receive an email shortly thereafter it means that Robson Savage could not validate your email address. If this is the case a Robson Savage employee will be in touch with you to verify your details.

Your password is encrypted so if you forget it, you can reset it by repeating the steps above.

## Death benefit distribution expression of wish form

You can update your form indicating your dependants and nominees via the website:

### Complete form

1. Go to <https://www.robsav.com> enter your details and click on “Login” in the top right-hand corner.
2. Go to “Member documents”
3. Select the “Online death benefit expression of wish form” complete and submit.

You will receive a pop-up message confirming successful submission. Your form will be automatically signed and dated by the administration system, and will appear under “Member documents” thereafter. You will be able to view or change the form, by logging in again.

**We encourage you to visit the site often as we are continuously developing this space.**