

# Intranet Message and email text for My Pension Online promotion

## My Pension Online

**Considering the current situation, as a result of Covid-19, now more than ever, it is important to utilise your access to My Pension Online.**

My Pension Online our member self-service portal allows you to obtain information about your pension simply, swiftly and most importantly securely.

This means that you can start planning for retirement as well as allowing you to review how much pension you have already built up.

My Pension Online allows you to look at a range of forecasts to assist with your retirement planning including the option to take part of your pension as a tax-free lump sum. Planning early may help you to decide whether you would like to top up your pension. The online portal also allows you to review other benefits in the LGPS including your life cover.

Some of the other useful features of My Pension Online include:

- Viewing your annual benefit statements
- Viewing your pension record and updating or making changes
- Producing your own pension forecasts and your lump sum options
- Viewing and updating your nominated beneficiaries for your death grant
- Contacting LPP via My Pension Online
- Accessing the most frequently used pension guides, forms and newsletters

### To register follow these steps:

1. Go to [My Pension Online](#)
2. Choose 'I want to create an online account'
3. Complete the requested details, and wait for your activation key (please use your personal email address to sign up)