

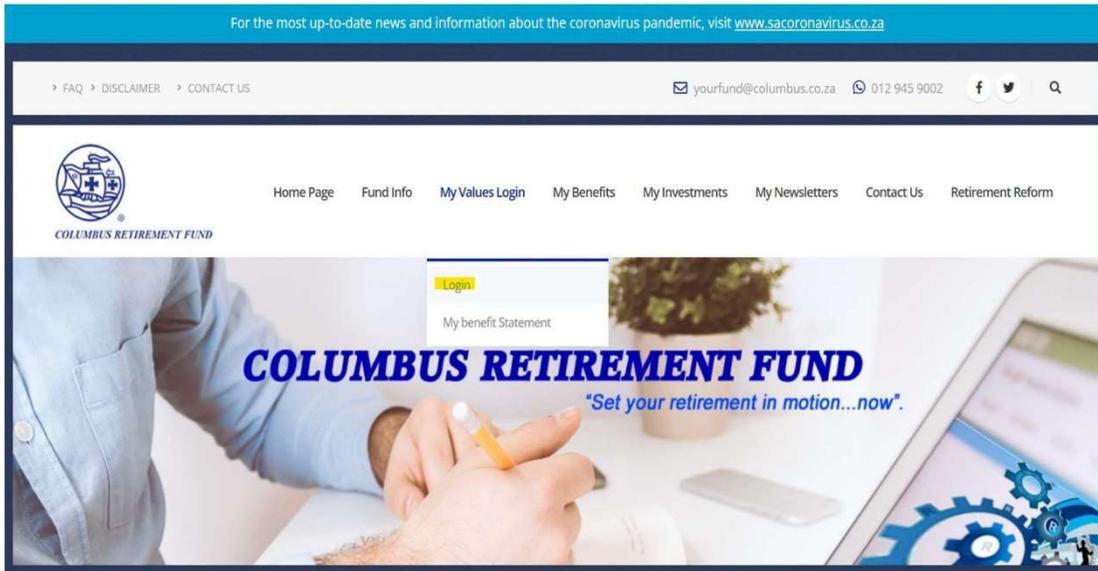


MEMBER GUIDE WEBSITE REGISTRATION PROCESS

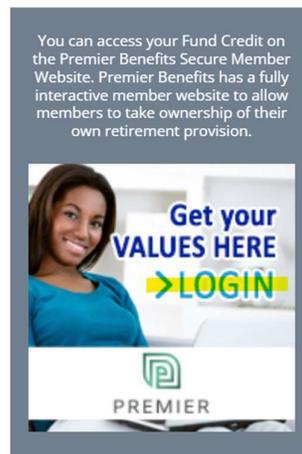
Herewith the steps that need to be followed regarding the member website login setup:

Step 1	<p>You will need a temporary password for this process. This was emailed to you by the Columbus Retirement Fund administrator.</p> <p>If you have not received an email with a temporary password, please request one from yourfund@columbus.co.za and provide your initials, surname, and ID number.</p>
Step 2	Link to the Funds' website: www.col-ret.co.za
Step 3	See Login Screen 1 below.
Step 4	See Login Screen 2 below.
Step 5	<p>See Login Screen 3 below.</p> <p>Here you enter the username and temporary password provided to you.</p> <p>Username: Enter the username provided to you</p> <p>Password: Enter the password provided to you</p> <p>Click on Login</p>
Step 6	<p>See Login Screen 4 below.</p> <p>Read through the disclaimer and, if acceptable, click on "Accept".</p>
Step 7	<p>See Login Screen 5 below.</p> <p>Create your own password and confirm the same password.</p> <p>Please select E-Mail for a method of communication.</p> <p>Complete your ID/passport number, email address and cellphone number.</p> <p>Click on "Submit"</p>
Step 8	<p>See Login Screen 6 below.</p> <p>Login with your username and the password that you created.</p>
Step 9	<p>With a successful login, the first page is your Member Details (Complete missing information).</p> <p>On the left top of the page, click on the icon  with three small white lines.</p> <p>This will show the information options that are available to you.</p>
Step 10	Please click on the "Log off Button at the top right corner of the page once you are done.

Login Screen 1: Click on the Tab “My Values Login” > “Login” (Highlighted in yellow)



Login Screen 2: Click on “>Login” (Highlighted in yellow)



Login Screen 3: Enter the login details provided to you

Login Screen 4: Read and if acceptable click on “Accept”

 PREMIER

Terms of Use

Your use of this Retirement Benefit website is subject to the conditions set out below. These conditions may change from time to time so please familiarise yourself with these terms and conditions regularly.

1. Warranties

- You warrant your identity and that you can prove your identity should we require you to do so.
- The Benefit Administrator reserves the right to refuse to provide services to you if we are unable to verify or authenticate any information you provide to us.
- You will keep your login name and password confidential and you will not divulge your login name or password to anyone nor allow others to use them.
- Any use of the login name and password by any person shall be deemed to be use by you.

2. Full disclosure of all relevant facts

- You guarantee that all information you provided at any time to the Benefit Administrator via this website will be true and correct.
- You guarantee that you have fully disclosed all material facts.

3. Electronic transactions, communication and records

- You accept the risk of choosing electronic communication as the channel to be utilized by the parties. You authorise the Benefit Administrator to act on the information that you send electronically. You further agree that all records will be stored electronically by the Benefit Administrator and such electronic record will constitute conclusive proof of the contents of such record, unless you prove otherwise.
- Any e-mail sent to you will be deemed to have been received by you upon dispatch by the Benefit Administrator.
- We take all reasonable steps to protect your personal information and maintain confidentiality, including the use of encryption technology. However, we cannot guarantee the security of any information you transmit to us online and you do so at your own risk.

4. Disclaimer

The information contained herein is intended for general information and illustrative purposes only and does not constitute advice. Although the Benefit Administrator has taken all reasonable measures to insure that the information is complete and accurate, the Benefit Administrator makes no representation and gives no warranty as to the integrity, adequacy, completeness or suitability of the information contained herein or that the information is free from errors and omissions of any kind. The Benefit Administrator accepts no liability and shall have no liability of whatever nature, to any person whatsoever, in respect of any claim, damages, loss or expense, whether direct or indirect, including consequential loss or loss of profit, arising out of or in connection with the reliance of the information contained herein. The information is not to be relied on without obtaining professional independent advice from a licensed financial services provider.

Any queries can be redirected to the Webmaster

Cancel Print Accept

Login Screen 5: Create your own password, complete personal information, and submit.

UPDATE DETAILS

Username:*

New Password:*

Confirm Password:*

Please make sure that your password is at least 8 characters long and contains 1 capital letter, 1 small letter, 1 number and 1 special character!

Please select either SMS, E-Mail or Both as a method of communication:

- E-Mail
 SMS

Please provide either a ID Number or Passport No below

ID No:

Passport No:

E-Mail Address:

Cellphone:*

Submit

Cancel

Log in Screen 6: Login with your username and the password that you created

MEMBER GUIDE LOGIN PROCESS IF ALREADY REGISTERED

Step 1	You need to be registered for this process. Enter your username and password and click on “Login”. If you have forgotten your password, please follow the steps below: (Your username will always be your ID number)
Step 2	Link to the Funds’ website: www.col-ret.co.za
Step 3	See Login Screen 1 Below
Step 4	See Login Screen 2 Below
Step 5	See Login Screen 3 Below
Step 6	See Login Screen 4 Below
Step 7	You will receive an email from noreply@premierfin.co.za with a temporary password. Copy the password and click on the link in the email or sms. This will take you to Login Screen 3 Below. Paste the password in and click on “Login”. You will now be able to create your own password.
Step 8	If you did not receive an email, please contact yourfund@columbus.co.za

Login Screen 1: Click on the Tab “My Values Login” > “Login” (Highlighted in yellow)

Login Screen 2: Click on “>Login” (Highlighted in yellow)



Login Screen 3: Click on “Forgot Password” (Highlighted in yellow)



Welcome to the administration login page.

Login

Please complete the following information

Username:*

Password:*

Login

[Forgot Username?](#) [Forgot Password?](#)

By logging into the site, you agree to the Terms and Conditions of the site as can be found [here](#).

Login Screen 4: Enter Your ID Number and tick the box “Retrieve your password via E-mail or SMS”



Retrieve Password

Please complete the information to retrieve your password

Username/ID Number:*

Retrieve your password via E-mail

Retrieve your password via SMS

I'm not a robot 

Submit Back