

Employee Booklets, Certificates and Benefit Cards

At Maximum Benefit, we are continuing our efforts to reduce our ecological footprint while providing exceptional service for plan members. As part of this initiative, we are no longer sending out printed materials. **All employee booklets, certificates and benefit cards are now provided digitally.**

Employees can access these documents on any computer or mobile device through *my-benefits*[®], our online benefits management platform. Digital copies of these documents can also be requested by contacting our office and providing an email address to which digital versions should be sent.

Is the employee not registered on *my-benefits*? Don't worry, it's easy! Employees can go to www.my-benefits.ca and click on **Sign Up**. All it takes is the firm number, the certificate number, and a few minutes of time. If assistance is required, please call us at 1 800 893.7587.



Advantages to Online Benefits Management

Always Current

View your coverage anytime, anywhere, with immediate access to your most current plan details.

Clean and Green

Reduce paper clutter by printing materials only when you need to.

Save Time

No more searching for the most recent paper records - booklets and benefit cards are available online at your convenience.

Fast and Secure

No waiting for the mail. Changes are reflected on your secure *my-benefits* site as soon as they are processed.