

## QUICK REFERENCE GUIDE MySamCERA Member Portal: View & Print a Benefit Statement

You can view and print your benefit statement anytime on MySamCERA. New benefit statements are available on your MySamCERA account when each monthly benefit is paid. Your statement provides information about the benefit payment and any deductions you have elected. Follow the steps below to access your benefit statement.

- 1. Log in to MySamCERA (www.mysamcera.org) on a computer or laptop
- 2. On the left navigation menu, click on Your Plan
- 3. Next, select Upload/Review Documents
- 4. On the next screen, select a benefit statement from the list, and your statement should open in a new window. If it doesn't open or download, check to make sure you have pop-ups enabled on your browser.



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	Upload/View Documents Upload or view documents below. Any documents stored in your member file can be viewed below.			
û Dashboard	Decument			
Your Plan X	Filter Results All Documents			
Your Account Profile	Title	Туре	Date Uploaded	Download
1099R Tax Information	Benefit Statement	PDF	05/24/23	
Pension Verification	Pension Income Verification	PDF	05/02/23	
Beneficiaries	Benefit Statement	PDF	04/25/23	
Forms	Benefit Statement	PDF	03/27/23	
Upload/Review Documents	Pension Income Verification	PDF	03/15/23	
및 Help +	Benefit Statement	PDF	02/22/23	
\ominus Logout	Pension Income Verification	PDF	02/13/23	
	Benefit Statement	PDF	01/25/23	
	Pension Income Verification	PDF	01/17/23	
	1099R	PDF	01/03/23	
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Need help or have questions? Email samcera@samcera.org or call 800-339-0761 for assistance.