

Member Portal Quick Reference Guide Retirees

To login to the Member Portal, go to www.fwretirement.org

To Register for the Member Portal, go to www.fwretirement.org and click on the Member Portal tab above and to the right of the logo.



Registration

Registration

New User? Don't have an account?
Click register to get started!

Register

First time users will need the following information to login and establish your identity in the Member Portal:

- Email address
- Social Security number
- Last name
- Gender
- Zip Code

You will be asked to create a password that requires at least 6 characters with at least 1 non alphanumeric, such as #, @, \$ or &. You must also set up answers to 3 security questions that will be used if you forget your password or log on from a different location/computer.

Once you successfully register, you will receive an email with a link. You must click on the link from the email to activate your account.

Login

Login

Email Address:

Password:

- Forgot password? [Click Here.](#)
- By logging into this site, I agree to the [terms and conditions.](#)

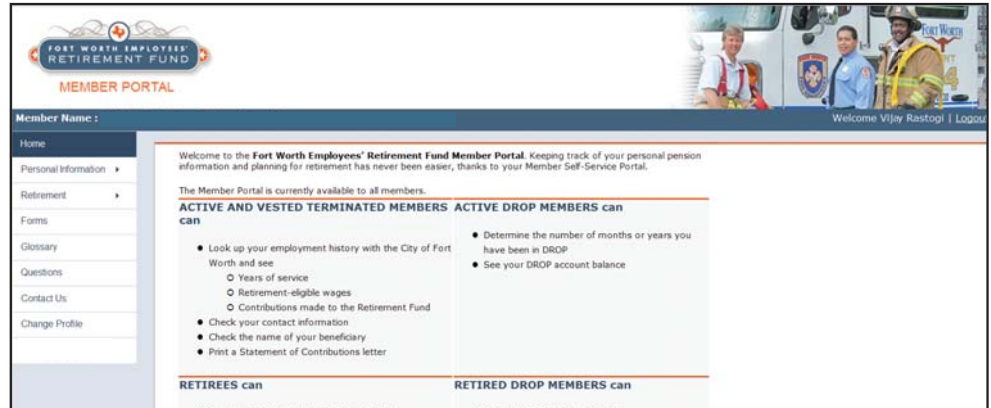
To login, use the email and password you provided during registration.

Forgot Password?

On the Login screen, click the link behind "Forgot password?" and you will be asked one of your security questions. Once answered, you will receive an email with a new password.

Need help?

Call us at 817-632-8900.



When you login, on the left side of the Member Portal screen you will find the following:

Personal Information

Name/Contact Information

Here you will find the name, date of birth, address, phone number and email information we have on file for you. You will be able to update your address, email or phone number with us. Be sure to hit the **Submit** button to ensure changes are sent to the system. You will see a confirmation screen if you have successfully changed your information.

Beneficiaries

On this screen, you can see your Pension and Refund/Death beneficiaries' information.

Retirement

Summary

Payment

DROP

Summary

Here you will find general information about your retirement date, COLA election and monthly pension. You will also be able to open, print and save a letter of verification of your pension.

Payment

This page shows information about payments made to you and cost of living adjustments (COLAs), as well as bank deposit information for any direct deposit, and deductions, such as health insurance and tax withholding.

Monthly Payment Method

You can change your banking information by clicking on the icon:

Change Banking Method

Simply complete changes to your banking information. Be sure to hit the **Submit** button; you will see the green confirmation screen below.

Change Tax Deductions

You can also change your tax information by clicking the icon: Just make the changes you want and hit the **Submit** button; you will see the green confirmation screen below.



You have successfully submitted a change to FWERF, your account should reflect the change within 24 hours.

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DROP

If you were enrolled in DROP when your retired, you will be able to see your account balance and any transactions and monthly payments.

Forms

If you need a form to make changes, you can find it here.

Glossary

This is the place to go if you don't understand some of the terms or words used on this website or its related documents.

Questions

A list of our frequently asked questions can be found here.

Contact Us

Need to talk to someone about your specific information? This is where you can find the appropriate staff member to assist you, along with contact information.

Need help?

Call us at 817-632-8900.



Don't forget to like us on Facebook!

The Retirement Fund also has an electronic newsletter, the *E-News Report*. To sign up, go to www.fwretirement.org and look for "Sign up for Fund e-mail here!" on the bottom right of the home page.



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