

WARWICKSHIRE

pension fund

How to log in without an Activation Key

If the pensions team have not written to you with an Activation Key or your Activation Key has expired (60 days after it was sent) please follow these steps:

- 1, Visit <https://warwickshire.pensiondetails.co.uk/>
- 2, Click on the 'Register for MSS' icon
- 3, Input your Surname, National Insurance Number, Date of Birth and Email Address
- 4, If we already hold your email address, you will receive an email to complete your log in and have access to Member Self Service
- 5, If we do not hold your email address you will be sent a letter from the Warwickshire Pensions team giving you an Activation Key (**See 'How to Log in With an Activation Key (link to how to log in with activation key section)**). The letter will be sent to you within 14 working days.