

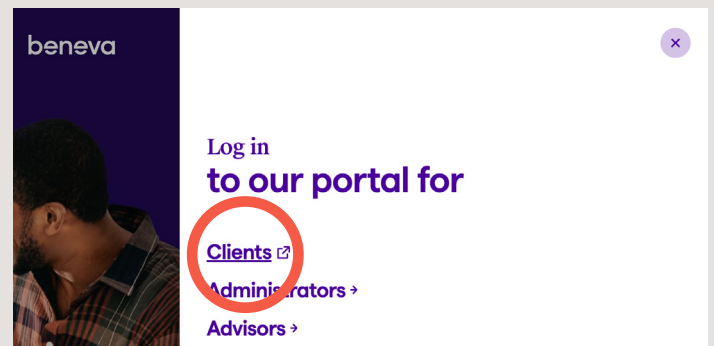
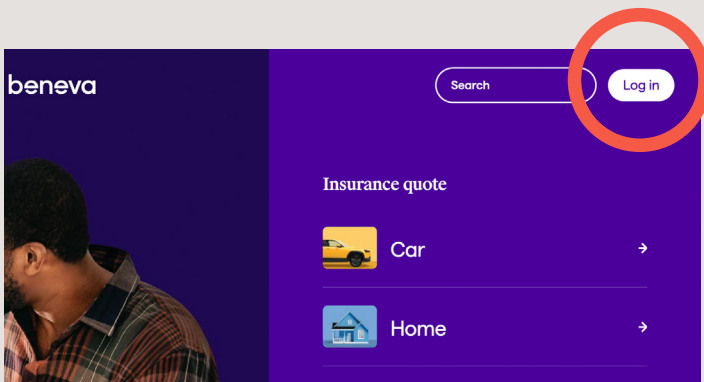
Creating your Client Centre account



Head over to beneva.ca and log in to the Client Centre.

1. Click the **Log in** button at the top of the screen.

2. Select the portal for **Clients**.



beneva

You'll arrive on our **Log in** page. Welcome!

3. Select the **Create your account** button.

Log in

☐ Remember email address

Log in

Forgot your password?

Don't have an account yet?

The Client Centre makes it easy to stay on top of your insurance and investments 24/7.

Create your account

4. Enter your personal info and click **Next**.
*Be sure to use the same information that is indicated on your insurance card.

Create your account

Enter your personal information.

Next

5. Enter the email address you'll be using to log in to your account. And one more time, click **Next**.

Your email

Enter the email address you wish to use to log in to your account.

☐ I have read and agree to the terms of use

Next

Cancel

You're nearly there! Just a couple more steps.

Check your inbox. We've just sent you a message to confirm your email address.

Keep an eye on your inbox

We just sent you a message to confirm your email address. It includes the link you'll need to finish creating your account.

If you don't get the email within a few minutes:

- Make sure the email address is correct.
- Check your junk mail (spam).

Didn't get an email?
Call us at 1 855 747-2233

The email you just received includes a link to create your password.

beneva

Hello,

You're almost done creating your account!

Now that we've confirmed your email address, it's time to choose your password.

Create my password

If you didn't try to create an account in the last few minutes, contact us at technicalsupport@beneva.ca or 1 855 747-2233

6. Click the link.

7. Create your password. (Make it a strong one!)

Create your password

Your password must:

- Be at least 8 characters long
- Not include your name
- Not include your email

Next

Cancel

8. Click **Next**.

Confirm your identity

9. Confirm the cell phone number indicated in your file.

Confirm your phone number

To access your file, you'll need the security code we send you by text message. Please confirm your phone number in the field below.

7** ***-**-74

Mobile number

Next

Not now

Security code verification

A 6-digit single-use code has been sent to xxx xxx xxxx.

10. Enter security code:

Security code verification

A 6-digit single-use code has been sent to 5** ***-**-18

This code will expire after 15 minutes.

Enter security code:

Next

Cancel

Send me a new code

11. Provide your proof of insurance.

Select **I have a group insurance card** and enter the 7-digit number.

Provide your proof of insurance

Select the statement corresponding to your situation.

☐ I received a personal code by email

☒ I have my group insurance card

Certificate or identification number

Need help finding your numbers?

Next

Later

You can also choose **Skip this step.**

If so, you must provide proof of insurance.

If you decide to do this step later, you won't be able to see your insurance product in the Client Centre. You can, however, confirm your information later on your **My products** page.

My products



Group insurance

Action required

We need you to confirm some information on file before you can access your product.

Request access

Your account is created once your information is validated. The log in page will be displayed.

That's a wrap!

You've created your Client Centre account.

Log in

Log in

Email

Password

☐ Remember email address

Log in

[Forgot your password?](#)

Don't have an account yet?

The Client Centre makes it easy to stay on top of your insurance and investments 24/7.

Create your account

You now have an account!

You can double up on security with two-step verification:

- 12. Enable this feature (or you can always do it later).
- 13. The next screen is the **My products** page.
- 14. Select your **group insurance plan**.



Group Insurance

Make a claim

RÉSIDENCE SOREL-TRACY

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→

Is anything missing?

We're currently working on this page's display. You may not see all the Beneva products in your Client Centre account that you own or need to enroll in. To view these, you must add them manually using the list below or the view request.

Savings and retirement (La Capitale)→

High-Interest Savings Account→

Investment funds→

Request to display a product

This request allows you to see if your product can be manually linked to your account.

Start request

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