



REGISTRATION BVG PORTAL

Your login in three steps

Thank you very much for choosing to use the BVG portal. You can access our BVG portal at any time to retrieve information and documents about your pension solution. There are also numerous functions available to you for directly recording personnel changes. Register today for our BVG portal and benefit from the flexibility of being able to do everything online.

Your employees' data is sensitive – which is why we believe it is important it has the highest level of protection. For this reason, we ask you to notify us of the people who are to be granted access to the BVG portal, so that we can register and activate them for the portal. To do this, you will need to complete these three steps:

1. **Sign the user agreement** for the BVG portal (see page 2 in the PDF)
2. Fill in the **list of desired users of the portal including e-mail/mobile** (see page 3 in the PDF)
3. Send these two documents to us at **Allianz Suisse, LKL, P.O. Box, 8010 Zurich**

As soon as we have received your registration documents, we will send the access data for the BVG portal to the people you have selected. They will be able to use the portal immediately.

If you have any questions or require any further information, please do not hesitate to contact us.

Thank you very much for the trust you have placed in us as occupational pension plan providers.

Sincerely,

Monika Behr
Head of Life

Yves Barbezat
Head of Collective Life

Agreement

Use of Allianz Suisse's BVG portal

The following agreement is concluded between

hereinafter the "customer" and

Allianz Suisse Life Insurance Company Ltd
P.O. Box
8010 Zurich
hereinafter "Allianz Suisse"

Purpose

1. The agreement governs direct internet online access (online services) to the Allianz Suisse system for employees that have been expressly designated and authorised by the customer.
2. Use of the online services is authenticated via the technical means of authentication provided by Allianz Suisse and not by signature or identification verification by Allianz Suisse.
3. The customer undertakes to notify Allianz Suisse of any change to its list of authorised employees. In the event of a breach of this duty of information, the customer will assume all consequences resulting therefrom.
4. The customer undertakes to comply with, and ensure all employees who have access to Allianz Suisse's system comply with, this agreement and the associated general conditions regarding the use of Allianz Suisse's BVG portal. This also applies to any third parties that have been authorised by the customer to access the BVG Portal.
5. The general provisions and the appendices form an integral part of this agreement.

Place, date

Customer (signature and stamp)

Place, date

Allianz Suisse (signature and stamp)

Place, date

Third party (signature and stamp)

Appendix (Registration/change form)

Authorisation for Allianz Suisse's BVG Portal (online services)

Name and address of the customer

Please return the form to:

Allianz Suisse
LKL
P.O. Box
8010 Zurich

Contract no.

**Please enter all persons who are to be authorised
for portal access below - capital letters**

- ☐ We would like a training course and ask you to make an appointment.
☐ We do not need any training and ask for the documents to be sent to us.

First name, last name	Date of birth	Registration/change or de-registration*	Valid from	Mobile phone no. **	E-mail address	User ID (if there is one)	Language (G/F/I)	Signature of employee

* If you would like to grant a new person access rights to the portal, please write "Registration". If you would like to revoke a person's access rights, please write "Deregistration". If you want to change the data of an existing person with access authorisation, please write "Change".

** Please enter mobile numbers only. We use this to send you a security code when you register. If you do not have a mobile number, the code will be sent to you by e-mail.

Allianz Suisse uses the collected data for the registration process.

The undersigned confirms the accuracy and completeness of the list of registered online users

Place, date

Customer (signature and stamp)

Place, date

Third party (signature and stamp)