



CITY OF BOYNTON BEACH MUNICIPAL FIREFIGHTERS PENSION TRUST FUND



**2100 North Florida Mango Road
West Palm Beach, Florida 33409**

Telephone: 561.340.3470

Toll Free Fax: 866.769.0678

To: All Pension Plan Members

Subject: **Action Required:** Secure Updates for Your Membership Account

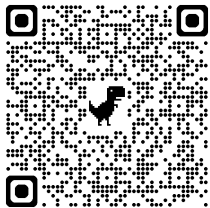
Dear Member,

To ensure your benefits are protected and your digital experience is seamless, we require two important updates to your membership profile. We've streamlined this process using QR codes to make completion as quick and secure as possible.



****1. Beneficiary Designation Form****

This form ensures that your membership benefits are handled according to your wishes. It is vital that we have an up-to-date record on file to protect you and your loved ones.



****2. Website Access & Password Form****

We are enhancing our digital security to ACCESS the Pension Website. This form allows you to establish or update your credentials for our member-exclusive website, ensuring you have uninterrupted access to our resources and updates. NOTE: If you currently have a password, you do not have to update, unless you wish to.

****How to Submit****

For your security, we are moving away from paper and email submissions. Please follow these steps:



1. ****Scan:**** Use your smartphone camera to scan the QR codes provided to access the digital forms.
2. ****Complete:**** Fill out the required fields directly on your device or computer.
3. ****Return via Secure Portal:**** Once finished, please upload the completed documents through our ****Secure Member Portal****

****Note:**** To protect your sensitive information, please ****do not**** send these forms via standard email. The Secure Portal is the only authorized method for submission.

We kindly ask that you complete these updates as soon as possible. If you have any questions or run into technical hurdles, don't hesitate to reach out.

Remember to Visit Us: bbffp.org