

QUICK REFERENCE GUIDE MySamCERA Member Portal: View & Print a Pension Verification Letter

A pension verification letter is an official letter from SamCERA which verifies your monthly pension income earnings. This letter is typically used when proof of income is needed. Follow the steps below to view and print a pension verification letter.

- 1. Log in to MySamCERA (www.mysamcera.org) on a computer or laptop
- 2. On the left navigation menu, click on Your Plan
- 3. Next, select Pension Verification
- 4. To create a new pension verification letter, click on the Request Pension Verification button.



5. To view an existing pension verification letter, select one from the list, and it should open in a new window. If it doesn't open or download, check to make sure you have pop-ups enabled on your browser.

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Dashboard	Request/View Pension Statements View your pension verification statements below. If you do not see any, use the 'Request Pension Verification' button to create a new statement. Request Pension Verification			
Your Plan X	View Recent Pension Statements:			
Your Account Profile	Title	Туре	Date Uploaded	Download
Payment History	Pension Income Verification	PDF	05/02/23	
Pension Verification	Pension Income Verification	PDF	03/15/23	
Beneficiaries	Pension Income Verification	PDF	02/13/23	
Forms Upload/Review Documents	Pension Income Verification	PDF	01/17/23	
j Help +	Pension Income Verification	PDF	05/23/22	
🗦 Logout	Pension Income Verification	PDF	04/26/22	
	Pension Income Verification	PDF	04/20/22	
	Pension Income Verification	PDF	03/24/22	
	Pension Income Verification	PDF	11/22/21	

Need help or have questions? Email samcera@samcera.org or call 800-339-0761 for assistance.