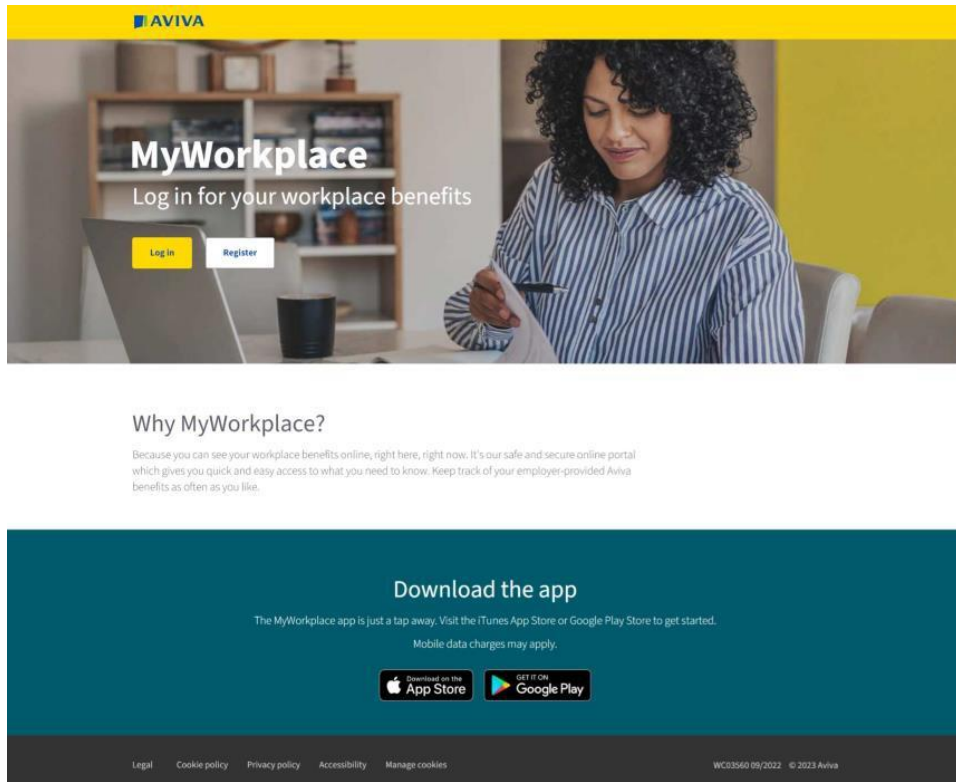


# MyWorkplace

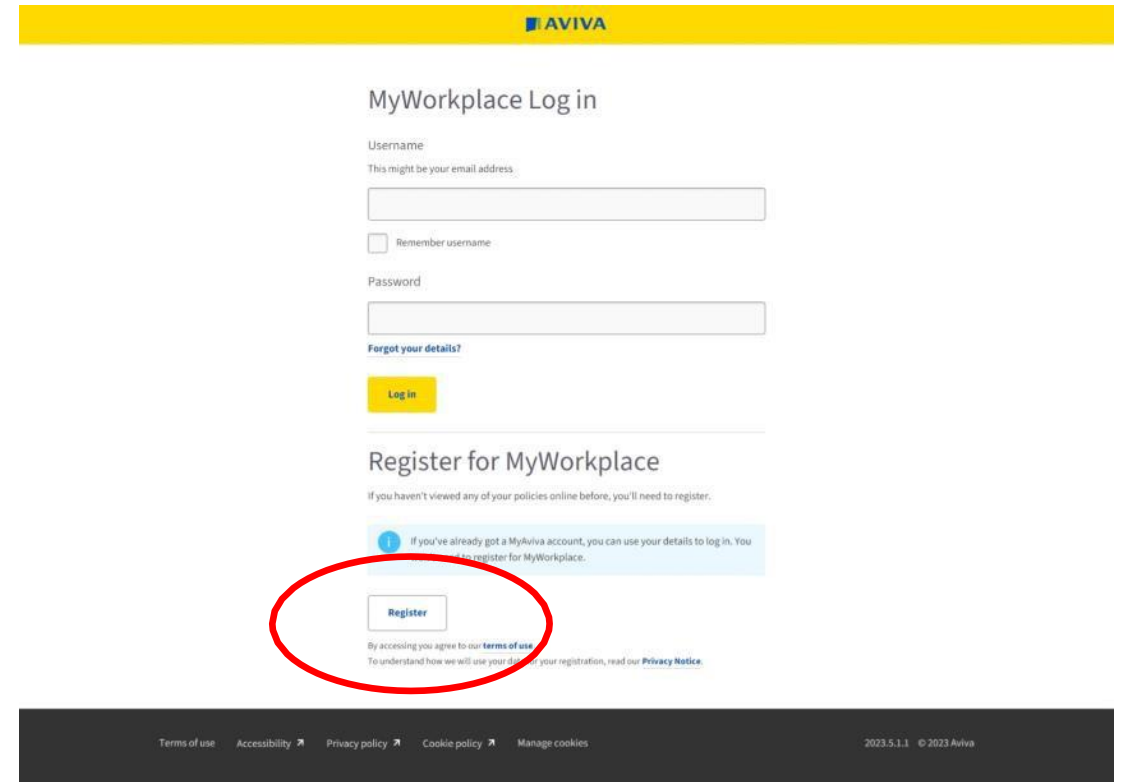




# MyWorkplace login/register page



[MyWorkplace - Aviva](#)



[Welcome to MyWorkplace - Login \(aviva.co.uk\)](#)

# MyWorkplace Web registration pages



## Activate your account

Already have an account? [Log in](#)

Enter your activation code 

It starts with three letters, for example FST.

[Continue](#)

## No activation code?

Don't worry, you can still register.

[Register without code](#)

By accessing MyWorkplace you agree to our [terms of use](#).

To understand how we will use your data for this registration, read our [Privacy Notice](#).

For first time users please select this option. No activation code will be sent.



# MyWorkplace Web registration pages



## Set up your account

You can register for MyAviva in three simple steps. First, give us your email address, which will act as your username when you log in. Then choose a password.

Find out [how we use your data](#)

### Personal email

We recommend to use your personal email as your circumstances may change.

### Confirm personal email

This will be your username next time you login.

### Choose a password

Your password will be case sensitive and must contain:

- Minimum 8 characters
- At least 1 number
- Uppercase and lowercase letters

### Only get the emails you want from us

We'd like to let you know about Aviva promotions, offers, news and discounts. You can opt out anytime. You'll still get essential service emails if you have insurance or another product with us. For more about how we collect and use your data, see our [Privacy Policy](#).

Yes, I'd like to receive these emails.

Continue

By accessing MyWorkplace you agree to our [terms of use](#).

To understand how we will use your data for this registration, read our [Privacy Notice](#).

Insert the email address you want to register with. We recommend a personal rather than work email address

If your email address is already registered it will let you know and you need to login instead of registering

# MyWorkplace Web registration pages



## Let's find your products

Your account has been set up. We just need a few personal details to find the policies and plans you hold with us.

First name

Last name

Date of birth

We need this to verify your identity.

 Please enter a valid date of birth

Postcode

The postcode we hold for your policy.

[I don't live in the UK or there is a problem with my postcode.](#)

Continue

By accessing MyWorkplace you agree to our [terms of use](#).  
To understand how we will use your data for this registration, read our [Privacy Notice](#).

Insert your personal details.  
If you live outside of UK  
click on “I don’t live in ...”  
option

# MyWorkplace Web registration pages



## Thanks, Russell

We now need your policy or plan number in order to set up your account.

Policy/plan number

Continue

Where can I find my policy/plan number?

Life insurance, savings, pension, annuities, equity release, bonds or other investments

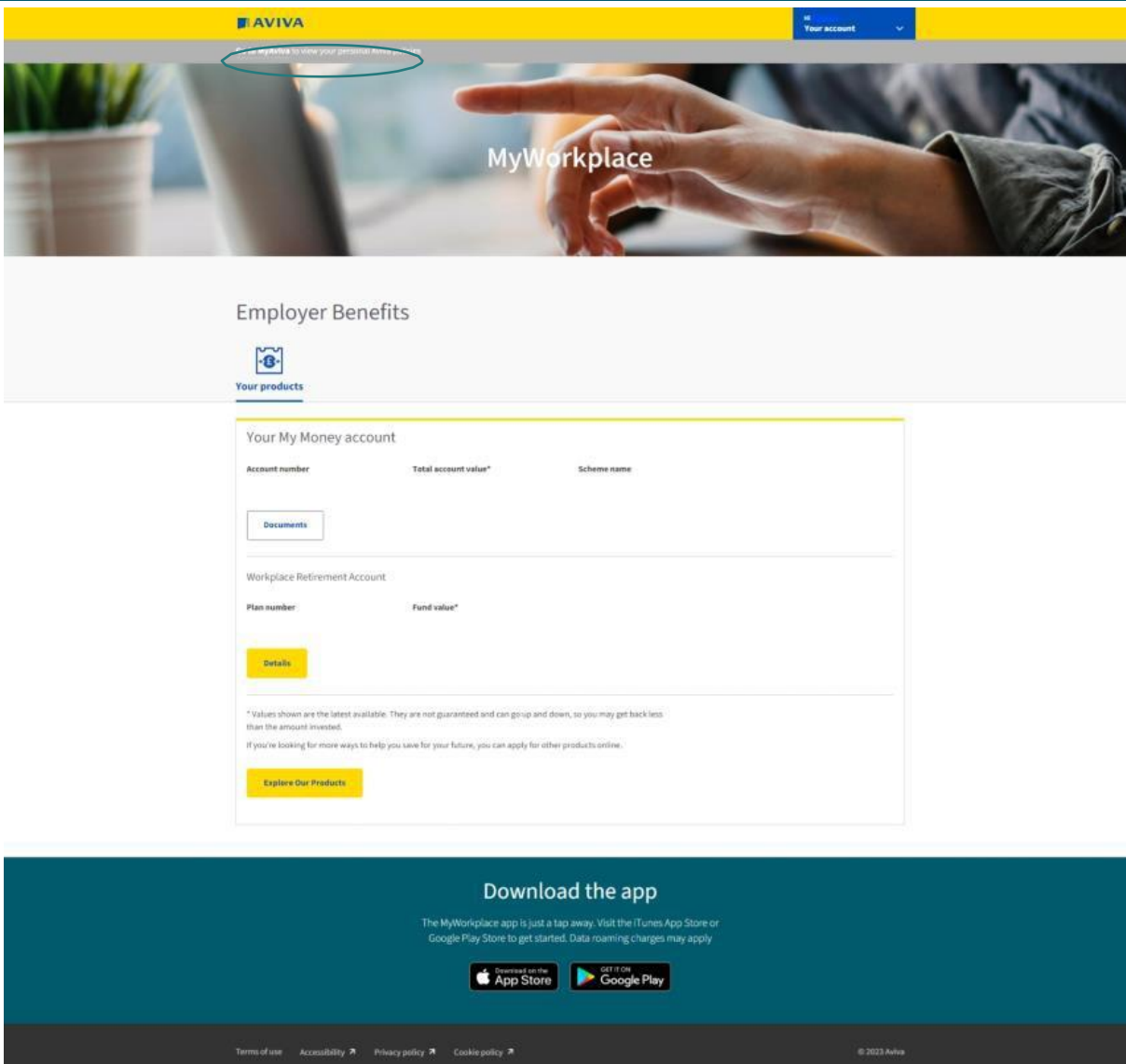
Private medical insurance

By accessing MyWorkplace you agree to our [terms of use](#).

To understand how we will use your data for this registration, read our [Privacy Notice](#).

Insert your account number. This will be on the email you have received from Aviva and is in the format GS1234567

# MyWorkplace Web homepage



- This is the landing page once you have logged in or registered for MyWorkplace.

If you have any issues registering please contact Aviva on +44 345 604 9915, email [mymoney@aviva.com](mailto:mymoney@aviva.com) or use the live chat function

\*This screenshot is from 03/23, content will change with time.

# Registration steps on MyWorkplace

- If you have not already registered you will need to register for 'MyWorkplace'.
- Access your account here: [aviva.co.uk/myworkplace](https://aviva.co.uk/myworkplace)
- Click on Register for 'MyWorkplace'.
- Click on Register **without code**.
- Enter your personal details in to the set-up screen, we recommend you add your personal email address as your circumstances may change.
- Enter your Name, Date of Birth and Postcode.
- Enter your Policy/Plan Number from the email/letter. This will be in the format **GS1234567**
- You will then have access to the site, but you will need to unlock your pension account.
- You can unlock your pension in 2 ways via photo verification using a valid UK driving licence or passport or by answering a couple of security questions, so you may need your personal details to hand about your policy or personal information like your NI number.