

# Member Access – How to View Annual Documents and Produce a Document



Image	Description
	<p>After logging into Member Access, click the “Documents” widget.</p>
	<p>Under the “Annual Statements” tab you will find annual member or annuitant statements and 1099-R’s.</p> <p>To open a document, click the document name.</p> <p>If you are unable to view the documents, click “Unable to view your document?” to download Adobe Reader.</p>

# Communication Center

Annual Statements & Tax Slips

Other documents

## Other documents

Refresh

No document is currently available.

Unable to view your document?

### Produce a document

Select the document you need and click **Produce**. The document will be generated from the information in your record.

Produce

Select

No document is currently available.

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Produce

Select

Select

Application for Retroactive Service Credit - Portal

Application for Retroactive Service Credit - Portal

Application to Reinstatement Service Credit - Repaying a Refund - Portal

Application to Reinstatement Service Credit - Repaying a Refund - Portal

To request a form or document from IMRF, such as an application to reinstate service credit, tax withholding form or a financial verification letter, click on the "Other Documents" tab.

Select the document you'd like to receive from the dropdown list then click "Produce".

## ✓ Document is being produced

It can take a few minutes to produce the document. Once the document is done, click the document link in the table above to download and then print it as needed in order to complete your information on hard copy.

If the document link does not display in the table, click the **Refresh** button.