

## How to Access: Member Self-Service

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1. Go to the LASERS website, [www.lasersonline.org](http://www.lasersonline.org)
2. Select **Login:** **Member**
3. On first visit, click **Create Account**.
4. Create a **Username** and **Password** according to the instructions given. Confirm **Password**.
5. Enter and confirm your **Email Address**.
6. Enter your **Social Security Number, Date of Birth,** and **Zip Code**.
7. Select and **answer a Security Question** from the list.
8. Click **Create Account**
9. On subsequent visits, sign in with your **Username** and **Password**. Select **Sign In**.

**Retirees** may access...

- Personal Information
- Address Updates
- Phone/Email Updates
- Account Summary
- Payment History
- Account History
- View Tax Documents
- Tax Withholding Updates
- Income Verification
- DROP/IBO Activity Report

**Active** Members may access...

- Personal Information
- Phone/Email Updates
- Account Summary
- Account History
- Recent Requests
- Create Benefit Estimate
- Create Repay Refund Estimate
- Annual Statements
- Tax Documents
- Request An Appointment

# LASERS

## Contact Information

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