AFM-EPF Secure Message Center

Using secure email
AFM-EPF has partnered with Zix to allow participants to send secure email to the Fund. This Secure Message Center protects your personal and confidential information by encrypting your information while in transit to the Fund.

First Time accessing AFM-EPF Secure Message Center
You must register an account before using the Secure Message Center. To register a new account from a computer, tablet, or mobile device:

1. Navigate to https://web1.zixmail.net/s/compose?b=afmepf or navigate to the Secure Message Center on our website www.afm-epf.org and click on the Send Secure Message button.

Click on the Register button
2. From the Register Account page:
   a) Enter your email address
   b) Create a password using the password rules and click Register

![Register Account page](image)

3. Account Change Confirmation (screen)

![Account Change Confirmation](image)

4. Your email account will receive a message from AFM-EPF Notification (afmepf.notification@zixmessagecenter.com). Please click the link and follow the instructions to activate your secure email password.

5. Change Password (web page)
   a. Click Activate

![Change Password](image)
6. Activation Successful (web page)
   a. Click Continue

Sending a secure message to AFM-EPF
Once you log into the AFM-EPF Secure Message Center the screen below will be displayed:

Click on the Compose tab

Select the email recipient from the dropdown, Customer Service or Pension Support. Compose your message, add attachments if needed and click send to securely send your message and attachments to the Fund.
Forgot your password

If you forgot your password or need to change it, you can quickly reset your password following these steps. Once reset, you can log in and send secure messages.

1. From the **Forgot your password** box, click **Reset**

2. Enter your email address
   a) Enter a new password (see password rules)
   b) Re-enter New Password
   c) Click **Reset**
3. Account Password Change Confirmation (screen)

![Account Change Confirmation](image)

A confirmation email has been sent to your email address. Follow the instructions within the email to activate your new password. If you do not receive the confirmation email, make sure you are a registered user for this portal. You should also check your spam email folder for the confirmation email.

4. Your email account will receive a message from **AFM-EPF Notification** (afmepf.notification@zixmessagecenter.com). Please click the link and follow the instructions to activate your secure email password.

5. Change Password (web page)

   a. Click **Activate**

![Change Password](image)

To activate your new password, select the button below:

- **Activate**

To decline your new password, select the button below:

- **Decline**
6. Activation Successful (web page)

a. Click **Continue**