Your Online Advisor Commission Financial Statement provides some definite advantages:

- Your Advisor Commission Financial Statements are available on the Plan Advisor Services website on each Thursday. There is no need to wait three to four business days via Canada Post.
- · Online statements are saved as PDFs, which you can access, view, save, and print as needed.
- No need to scan your Commission Statements as they are already in PDF for easy document management.
- The Commission Statements are available for 12 months; you can easily access previous Advisor Commission Financial Statements

How to Access the Statements:

- 1. Sign in to the Plan Advisor Services website: http://www.sunlife.ca/planadvisor
 - Use your access ID (12 digits number) and password
 - Select your Group Retirement Services Plan Advisor Number



2. Open the Statements page: select the Compensation tab, then select the financial statements link



3. Select the period to download, this will open a pop-up window

*please ensure your web browser is set up to allow pop-up windows



Select 'Click here to view your file'



Need help?

For assistance with resetting the password website contact 1-866-441-4476.

For assistance with the details of your commission statements contact 1-800-361-2128 option 1, ext 335-1962.