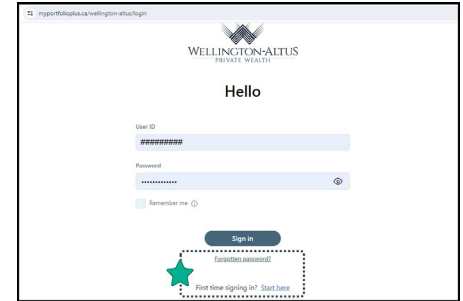


Follow these steps to view and download your Tax Package and Tax Slips directly from My Portfolio+.

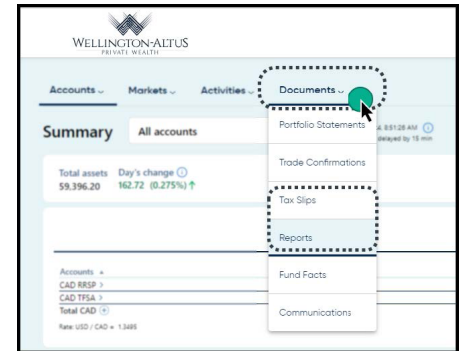
### Step 1. Login to your My Portfolio+ account

- Access the login page from <https://myportfolioplus.ca/wellington-altus/login>
- If this is your first time signing in, click on **Start here**.
- To reset your password, click on **Forgotten password?**
- If you don't know your User ID, please contact your Advisor team.



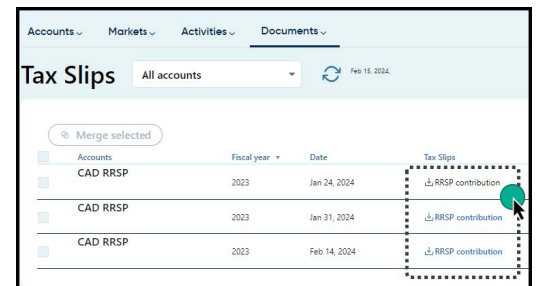
### Step 2. Open the Documents menu.

- **Tax Packages** are found under **Reports**.
- **Tax Slips** are found under **Tax Slips**.



### Step 3. Click an item to download it to your device and open it for viewing.

- Click on the name in the right column of an item to download it.



- To **merge multiple tax slips** into a single document, select each item in the left column, then click **Merge Selected**.

