

Promotions

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Promotions are emails sent to employees through the portal to increase awareness and engagement with their Total Rewards statements. For best results, send promotions on Tuesday, Wednesday, or Thursday.

Types of Promotions:

Pre-Launch:

Sent **2-5 days before launch** to create awareness and set expectations that the online statement will be available soon.

TotalRewards Statement - coming soon!



CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi AAA,

What is my "Total Rewards Statement"?

Your total rewards statement is a breakdown of your total compensation from 2025, including cash payments, benefits value, and estimated tax savings.

How will I access my Total Rewards Statement?

You will receive an email in the next 2-5 days that will include a link to create your password and login to your personal total rewards statement portal.

What else is on my Total Rewards Statement Portal?

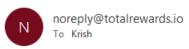
Along with your compensation, you will find additional information about the benefits we offer.

Go Live:

Sent on **launch day** with a direct link for employees to access their own account, set a password, and view their statement.



TotalRewards Statement - Welcome





(i) If there are problems with how this message is displayed, click here to view it in a web browser.

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Hi AAA,

Your Total Rewards statement is here!

Your total rewards statement is a breakdown of your total compensation from 2025, including cash payments, benefits value, and estimated tax savings. Along with your compensation, you will find additional information about the benefits we offer.

How do I access my Total Rewards Statement?

Click the link below to create your password and login to your personal TotalRewards statement portal.

View my Statement

Click the button above to login to TotalRewards Builder and view your statement.

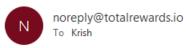
Reminder:

Sent **one week (or a few days) after launch** to employees who have not yet viewed their statement.

You can send three or more reminder emails at one-week intervals on alternating days.



Reminder | Login to View Your TotalRewards Statement!





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Hi AAA,

If you have not yet made time to review your total rewards statement, please take a moment to do so now.

Your total rewards statement is a breakdown of your total compensation from 2025, including cash payments, benefits value, and estimated tax savings. Along with your compensation, you will find additional information about the benefits we offer.

How do I access my Total Rewards Statement?

Click the link below to create your password and login to your personal TotalRewards statement portal.

View my Statement

Click the button above to login to TotalRewards Builder and view your statement.

☐ **Note:** Sending promotions on optimal days and spacing reminders appropriately helps maximize employee engagement.