

## Using CityLife: how to sign up and start making savings

### Sign up

1. Visit **OurCityLife.co.uk**
2. Create a secure password and follow the simple steps to register your account
3. You'll need your payroll number (found on your payslip)
4. Start making savings!

### Remind me - what is CityLife?

CityLife is your brand new colleague benefits portal for all things City and all things savings! You get access to a huge range of discounts, rewards and benefits, exclusive to you as a City colleague.

CityLife lets you save on just about anything, all year round - on top of instore special offers and sale prices. From hundreds of online and instore discounts at your favourite shops, to Cashback rewards on hotel bookings, mobile phones, holidays and more - it's a whole new world of rewards for City colleagues.

CityLife is fully accessible via smartphone, computer or tablet - so you can get everything you need at the click of a button, no waiting around. You'll also have 24/7 access to all of your colleague benefit information, company news and more, so you'll never miss a thing.

### How to make savings with CityLife

1. You can get an instant saving with our range of **Instant Vouchers**, which include Cineworld, New Look and Pizza Express. Simply find your chosen retailer, purchase the number of vouchers you need and show your voucher code at the till to get your goods! You can view your purchased Instant Vouchers in your Account section on the website.
2. You can get a fantastic discount on big brand names such as Boots, Costa and B&Q with reloadable gift cards. For example, you save 10% at Boots,

so if you topped up £100 you would only pay £90! You can keep using your card again and again, so don't throw it away.

3. You can earn a reward on your online shopping with Cashback. Simply find your retailer, click through to their website to make your purchase, and your Cashback is tracked back to your CityLife account. Once it's confirmed, you can withdraw your Cashback to a bank account, or use it to top up a reloadable card!

### **Help and FAQs**

If you have any queries on how to use the new discounts, head to the Help section via the "?" icon, where you can access the 24/7 HelpDesk team on Instant Chat. There's also a knowledge base and FAQ section to help with any queries. Prefer chatting on the phone? Call the team on 0203 780 1891 and they'll be happy to help.

Happy saving!