



## **MACHINISTS PENSION PLAN LODGE 692**

May 9, 2025

### **NOTICE REGARDING CHANGE IN ADMINISTRATION OF THE MACHINISTS' PENSION PLAN, LODGE 692**

This notice is being sent on behalf of the Machinists' Pension Plan, Lodge 692.

The Trustees of your Machinists' Pension Plan, Lodge 692 have appointed Convyta Partners to take over as the day to day administrator for the Plan. This change will take effect on June 1, 2025. Convyta Partners is located in Burnaby, BC and works with members and Trustees of negotiated cost pension and benefit plans. This change is necessary due to the closure of the current administrator, D.A. Townley.

**Starting June 1, 2025, please use the toll-free number or email address below to contact your Plan Administrator for information or questions regarding your benefits eligibility.**

**Toll-free Number:** 1-844-565-6692  
Hours: 9:00 am – 4:00 pm, Mon - Fri

**Email:** machinists692@convyta.com

**Fax:** 604-433-8894

**Mailing Address:** Machinists' Pension Plan, Lodge 692  
c/o Convyta Partners  
501-4445 Lougheed Hwy  
Burnaby BC V5C 0E4

If you have recently received a retirement or termination package, please return your completed paperwork to Convyta Partners at the new mailing address above. Any mail addressed to the previous Plan administrator and received in their offices before June 30<sup>th</sup>, 2025 will be forwarded to Convyta. Mail received after June 30<sup>th</sup>, 2025 will be returned to sender.

Please note that the existing member portal will continue to be available until the end of 2025. There will be a new portal provided later this year, and details will be shared at that time.

Convyta has been working with the existing Plan administrator, as well as with the Trustees, to ensure that this change is as seamless as possible. They look forward to providing you with excellent service commencing on June 1st.

Thank you,

A handwritten signature in black ink, appearing to read 'Cordell Draayers', with a long horizontal flourish extending to the right.

Cordell Draayers  
Chair, Machinists' Pension Plan, Lodge 692