

# How to Create an Account in Web Member Services (WMS)

Web Member Services allows members to view online information about their retirement account. The information lags the production database by 2-3 weeks but includes the estimator program that Retirement Counselors use to prepare Benefit Estimates. **Estimates generated in WMS INCLUDE retirement service credit for accrued sick leave – the Annual Benefit Statement estimates do NOT.**

In addition, WMS provides a link to [fairfaxNET](#) so employees can access Fairfax County news articles as well as Benefits and Open Enrollment information from home or other computers. **Information on fairfaxNET is CURRENT.**

To visit Web Member Services, go to [www.fairfaxcounty.gov/retirement](http://www.fairfaxcounty.gov/retirement) and click on **Retirement Account Log In** in the left navigation bar or by using the blue button. Establish an account and proceed.



While you can view information in WMS, you cannot make any changes. If you need to make changes to beneficiary information or any other data in your record, please contact us.

During your first visit to WMS, please click the link that says "Need an Account?"

Username:

Password:

\*Password is case sensitive

**Login**

Forgot your Password?  
Forgot your Username and Password?  
Click on the link above.

[Need an Account?](#)

[Retirement Systems Home](#)

## Fairfax County Retirement

?? Questions ??  
Write to us at  
[retirementquestions@fairfaxcounty.gov](mailto:retirementquestions@fairfaxcounty.gov)

Welcome to Web Member Services(WMS)!

**Active Members** can view the following information and generate their own benefit estimates:

- Summary
- Demographic Information
- Nominated Beneficiary
- Benefit Estimator

**DROP Participants** can view and print the following:

- Summary
- Demographic Information
- DROP Statements

**Benefit Recipients** (Payees) can view and print the following:

- Summary
- Benefit Payroll History
- Demographic Information
- Year To Date
- 1099-R
- Federal Withholding
- State Withholding
- Deductions
- Insurance Deduction
- Direct Deposit

After establishing an account with a Username and Password, you are ready to begin. Insert that information in the blanks on this screen and click the "Login" box *(circled in blue at left)*

**New Employees will not be able to create an account for at least 30 days after their first date of employment.**

First time users please click on "Need an Account?" and follow the steps to establish an account in WMS.