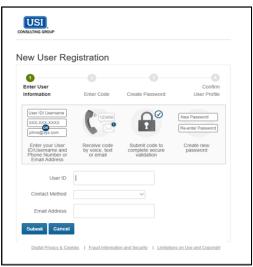*Coming the Weekend of May 18, 2018:*
Enhanced Online Security for your Retirement Account

Enhancements to online security for your retirement plan's website will be implemented during the weekend of May 18, 2018. The site will be updated to a two factor authentication process using a validation code sent via mobile (voice or text), landline, or email. You will no longer be asked to answer security questions, making it easier to access your account and reset your password. <u>Starting Friday evening, May 18th, you will not have access to the website until the implementation is completed, which is expected to be no later than Monday, May 21st at 8:00 a.m. Eastern Time. Once completed, the next time you access your online account you will be asked to re-register using the instructions below.</u>

Action Steps (once enhanced security is implemented):

➤ Log on to the website and click on **Retirement Account Access** then **New Registration.**

➤ Select **First Time Login** on the Sign On page.
   o *If re-registering from a mobile device, select **plan's full website** on the bottom of the Sign On page to begin the process.*

➤ Enter your **Social Security Number** and **Date of Birth**.

➤ If your **User ID** does not pre-populate, you will need to create a new User ID.

➤ Select your preferred **Contact Method**.

➤ Enter your **Email Address** and **Phone Number**.

➤ Enter the six-digit **Validation Code** that was sent based on your preferred Contact Method.

➤ Create a new **Password**.

➤ You will then be taken to your retirement plan account.

Questions?

If you have any questions or would like additional information, please visit your plan's website or call the Retirement Plan Service Center Monday through Friday from 8:00 a.m. to 5:00 p.m. Eastern Time. The Special Messages section on page one of your statement lists your plan's website address as well as the phone number and 3 digit plan code to use when calling the Service Center.