

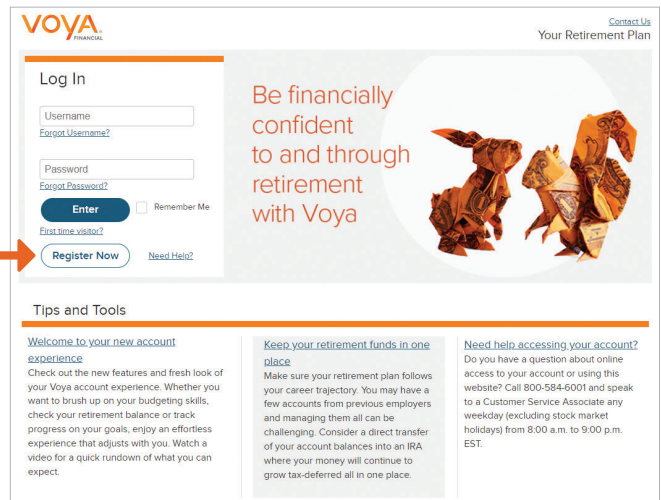
# Accessing your new Plan account at Voya

## New account access just got easier

Accessing your Plan account for the first time online or over the phone is easy.

Follow these steps to access your Plan account.

Go to [www.voyaretirementplans.com](http://www.voyaretirementplans.com) and click *Register Now*.

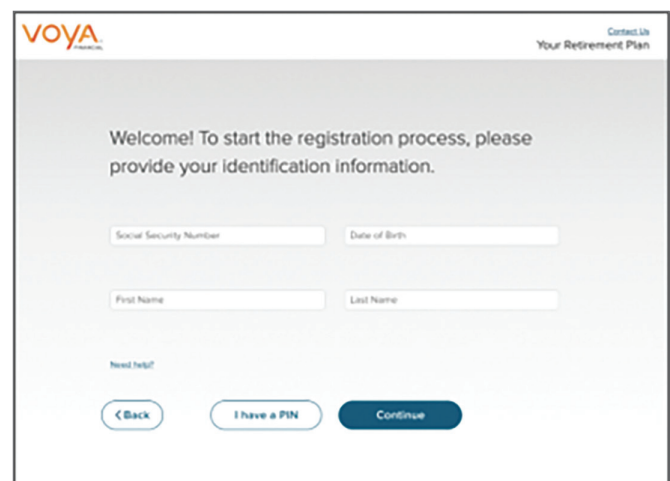


The screenshot shows the Voya Financial website's login interface. At the top, the Voya logo and 'Your Retirement Plan' are visible. The 'Log In' section includes fields for 'Username' and 'Password', with links for 'Forgot Username?' and 'Forgot Password?'. Below these is an 'Enter' button and a 'Remember Me' checkbox. A red arrow points to the 'Register Now' button. To the right, a message says 'Be financially confident to and through retirement with Voya' next to an image of money. Below the login section, there are three columns of links: 'Welcome to your new account experience', 'Keep your retirement funds in one place', and 'Need help accessing your account?'.

## Welcome

On the *Welcome* screen, enter your Social Security number, date of birth, first and last name, then click *Continue*.

- If you already have a PIN, simply click *I have a PIN*. Once you enter your PIN on the following screen, you'll be prompted to create a unique username and password for ongoing access.

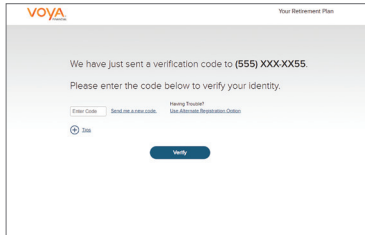


The screenshot shows the 'Welcome' screen for registration. It features the text 'Welcome! To start the registration process, please provide your identification information.' Below this are four input fields: 'Social Security Number', 'Date of Birth', 'First Name', and 'Last Name'. At the bottom, there are three buttons: 'Back', 'I have a PIN', and 'Continue'.

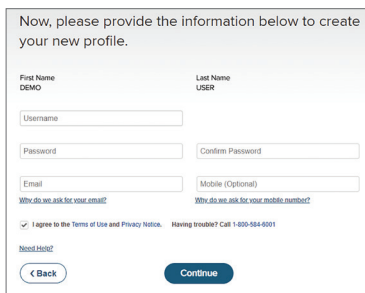
When registering, you will follow one of two scenarios based on the specifics of your employer's Plan:

## Scenario 1

You will receive a code through the most convenient method you have on file with Voya (text or email). Enter the code and click *Verify*.



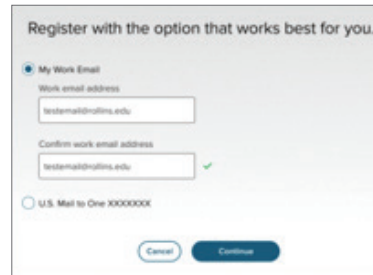
Create a unique username and password for ongoing access to the website and click *Continue*. Your unique login credentials will also be used for the Voya Retire mobile app.



## Scenario 2

Select your preferred registration option:

1. If you are an active employee and your employer allows the use of their work domain as a registration method, an option for work email will be available. Select this to have a code sent to your work email address.
2. If you prefer to have a PIN mailed to your address of record, select *U.S. Mail*. It may take 5-7 days to receive your PIN.



Once you have received and entered your code or the PIN you received in the mail, create a unique username and password for ongoing access to the website and click *Continue*. Your unique login credentials will also be used for the Voya Retire mobile app.



### Need help?

If you have questions, please call plan phone number and press "0" to speak with a customer service associate. Associates are available weekdays from 8 a.m. to 9 p.m. ET (excluding stock market holidays).



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