



# Accessing Your Retirement Account

Personal Savings Center lets you manage your retirement plan account online. You can enroll, view your account balance, change your contributions, rebalance your investments, get help rolling over funds from another plan, make online transactions, check your investments, access helpful information and tools — and more!

## **Online**

- 1. Visit Personal Savings Center at standard.com/login.
- 2. Click Create an Account.
- 3. Click on My Retirement Plan. Under I Have a Retirement Plan Through Work, select Create an Account.
- 4. Fill in your personal information, then create a username and password.
- 5. You will receive an email from verify@standard.com to activate your online account (you'll need to do this within 24 hours).
- 6. Log into your new account with your username and password.
- 7. Read and agree to the Terms of Consent.
- Select how you'd like to receive verification codes. On the new page, enter the six-digit code within 60 minutes of receiving it. If you are going to use the same device or computer again and prefer not to receive a code, select Trust this Browser.
- When prompted to connect your account, choose yes. Then select Retirement Account. Enter the requested information, then click Add Services.
- 10. Choose Continue to My Home, then Go to My Account.

Need help? Call 800.858.5420.

#### **Phone**

- Call 800.858.5420.
- Follow the voice prompts to get your account information.

# Keep Your Account Secure

- Create an account on Personal Savings Center and activate multifactor authentication (a second layer of security requiring a one-time PIN with your login).
- Review your account information and activity at least monthly.
- Have up-to-date contact information on your account.
- Don't share your account username, password or security questions with others.
- Let us know as soon as possible if you notice or suspect your account is compromised, or if you see any unauthorized transaction or activity in your account.

Learn more about keeping your account safe and our Customer Protection for Retirement Plan Accounts at The Standard by visiting Personal Savings Center and choosing Planning Tools, Common Questions from the menu and scrolling down to Account Information and Settings.

### The Standard, 1100 SW Sixth Avenue, Portland, OR 97204 | standard.com

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