

How to designate your beneficiary online in just 3 easy steps

Step 1

Go to **prime.beready2retire.com** and log in to your account.

To access your account for the first time:

- click **“Register Now”**
- select Social Security number + PIN
- request a code be sent to you through the most convenient method you have on file with Voya (text, email, or U.S. Mail)
- create a username and password for ongoing online and **Voya Retire** mobile app access

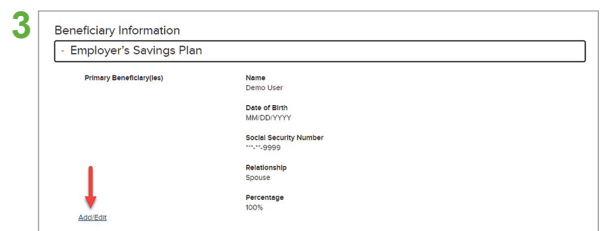
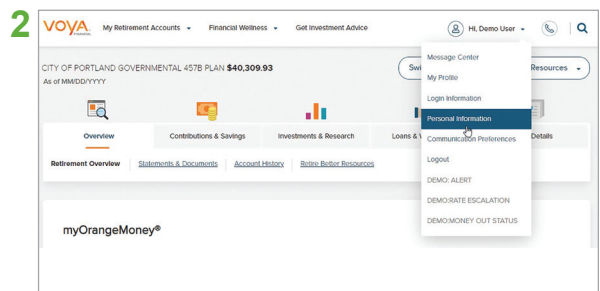
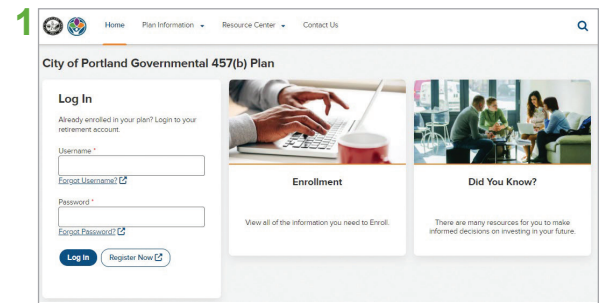
You can also register by selecting Social Security Number and date of birth and answering a few security questions.

Step 2

Go to the drop-down menu next to your name in the top right corner > select *Personal Information* > scroll down to *Beneficiary Information* > click *Add/Edit*.

Step 3

Follow the prompts to add a beneficiary or to change existing beneficiary information. Click on the word **“save”** so your changes get recorded.



Need help?

Your local financial professional team, the- Lewis-Stefani Group, is available to help.

Call **800.238.6281** or **503.937.0378** or email at **deferredcomp@lewis-stefani.com**.

You can also schedule an appointment online at **booknow.so/Lewis-Stefani-Group**.

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