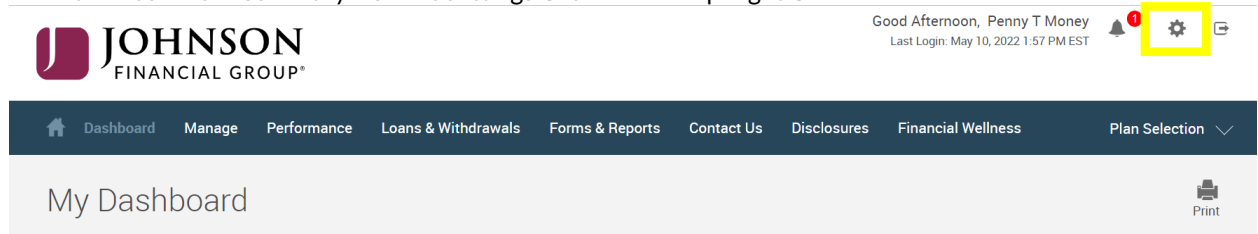


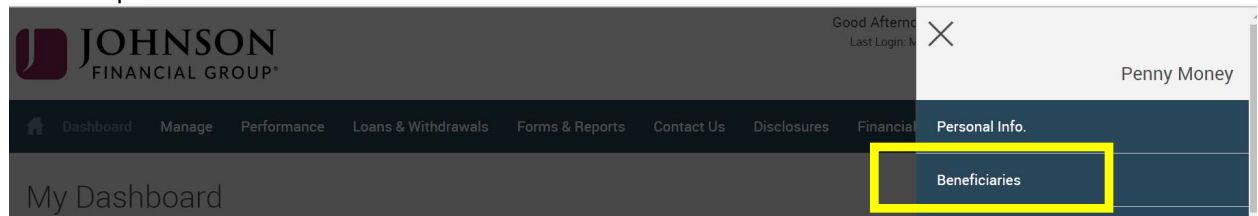
## How to Update Your Beneficiaries (online)

Log-in to your account at <https://participant.johnsonfinancialgroup.com>

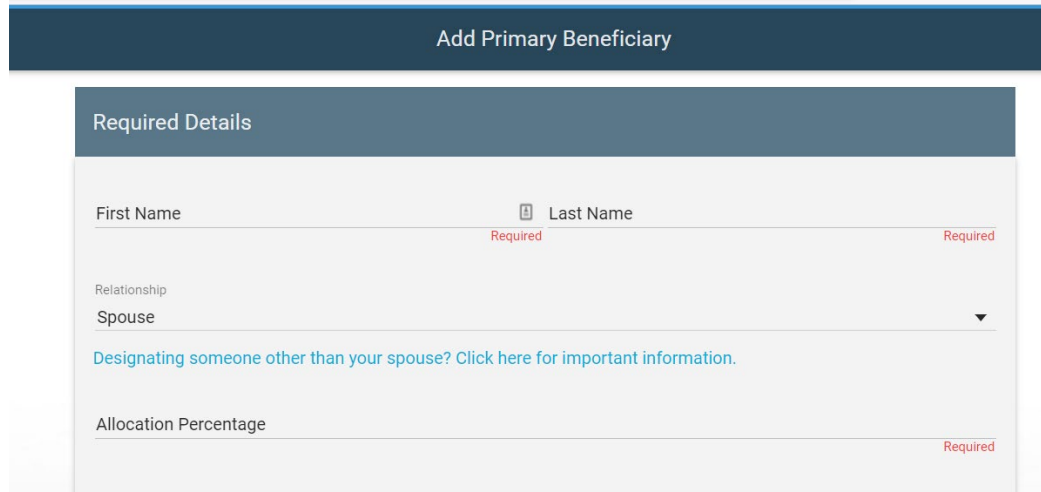
From the Dashboard Summary > Select Settings Gear Icon in Top Right Corner



From Drop Down Menu > Select Beneficiaries



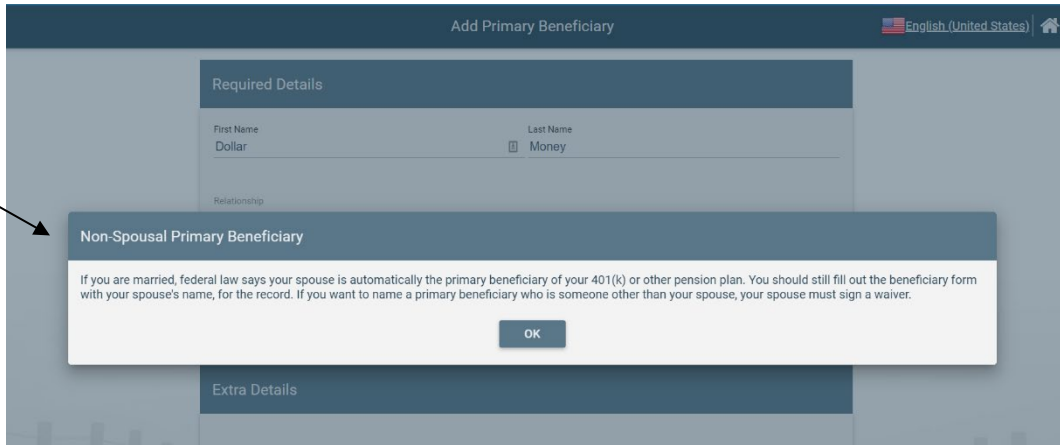
Add Primary Beneficiary > **Note** Federal Rules for Non-Spousal Designation (if married) > Click Submit



The screenshot shows the "Add Primary Beneficiary" form. The form has a dark blue header with the text "Add Primary Beneficiary". Below the header is a section titled "Required Details". The form contains the following fields:

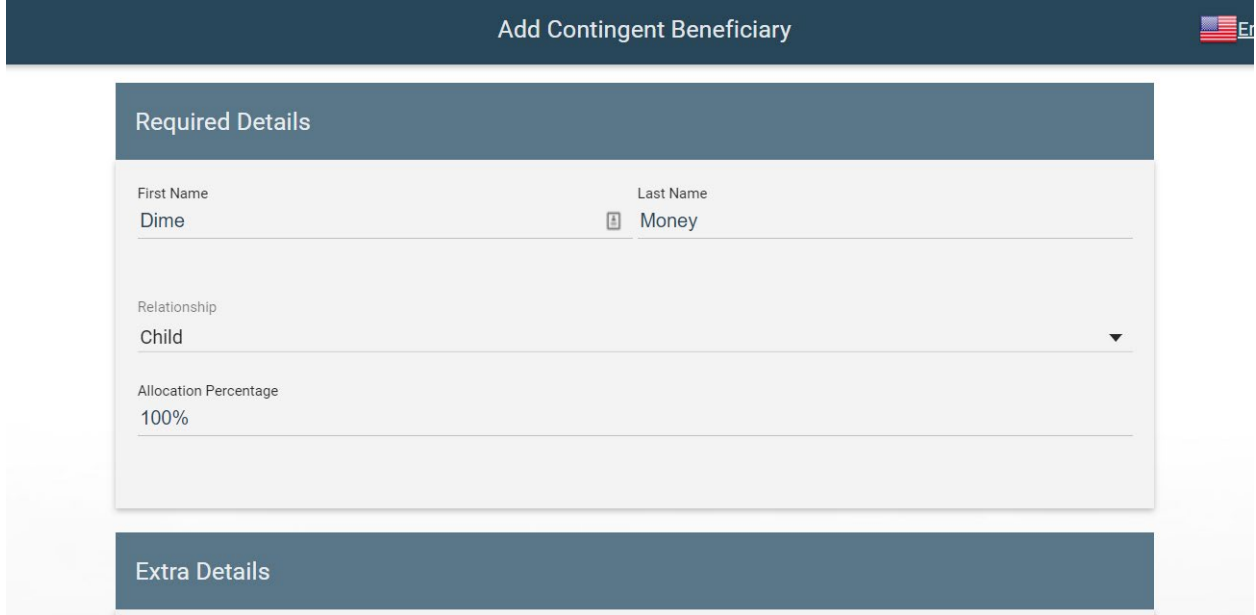
- First Name (Required)
- Last Name (Required)
- Relationship (Spouse)
- Allocation Percentage (Required)

There is a link below the Relationship field: "Designating someone other than your spouse? Click here for important information."



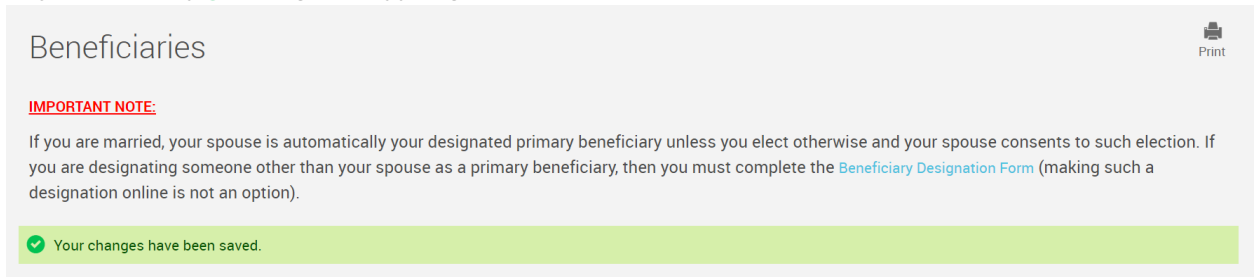
The screenshot shows the 'Add Primary Beneficiary' form. A modal dialog box titled 'Non-Spousal Primary Beneficiary' is displayed, containing the following text: 'If you are married, federal law says your spouse is automatically the primary beneficiary of your 401(k) or other pension plan. You should still fill out the beneficiary form with your spouse's name, for the record. If you want to name a primary beneficiary who is someone other than your spouse, your spouse must sign a waiver.' An 'OK' button is at the bottom of the dialog. The background form shows fields for 'First Name' (Dollar), 'Last Name' (Money), and 'Relationship'.

Add Contingent Beneficiary (if desired) > Click Submit



The screenshot shows the 'Add Contingent Beneficiary' form. The 'Required Details' section includes: 'First Name' (Dime), 'Last Name' (Money), 'Relationship' (Child), and 'Allocation Percentage' (100%). The 'Extra Details' section is currently empty.

You will receive a **GREEN** Confirmation Code



The screenshot shows the 'Beneficiaries' page with a confirmation message. An arrow points to a green bar at the bottom that says 'Your changes have been saved.' Above this, an 'IMPORTANT NOTE' states: 'If you are married, your spouse is automatically your designated primary beneficiary unless you elect otherwise and your spouse consents to such election. If you are designating someone other than your spouse as a primary beneficiary, then you must complete the [Beneficiary Designation Form](#) (making such a designation online is not an option).' A 'Print' icon is visible in the top right corner.

All changes require an overnight cycle to appear online and will be processed as soon as administratively feasible in accordance with your plan provisions.

*Read Summary Plan Description (located in Forms) for more information*

*Please contact the Participant Support Center at 1.888.755.3039 with any questions*