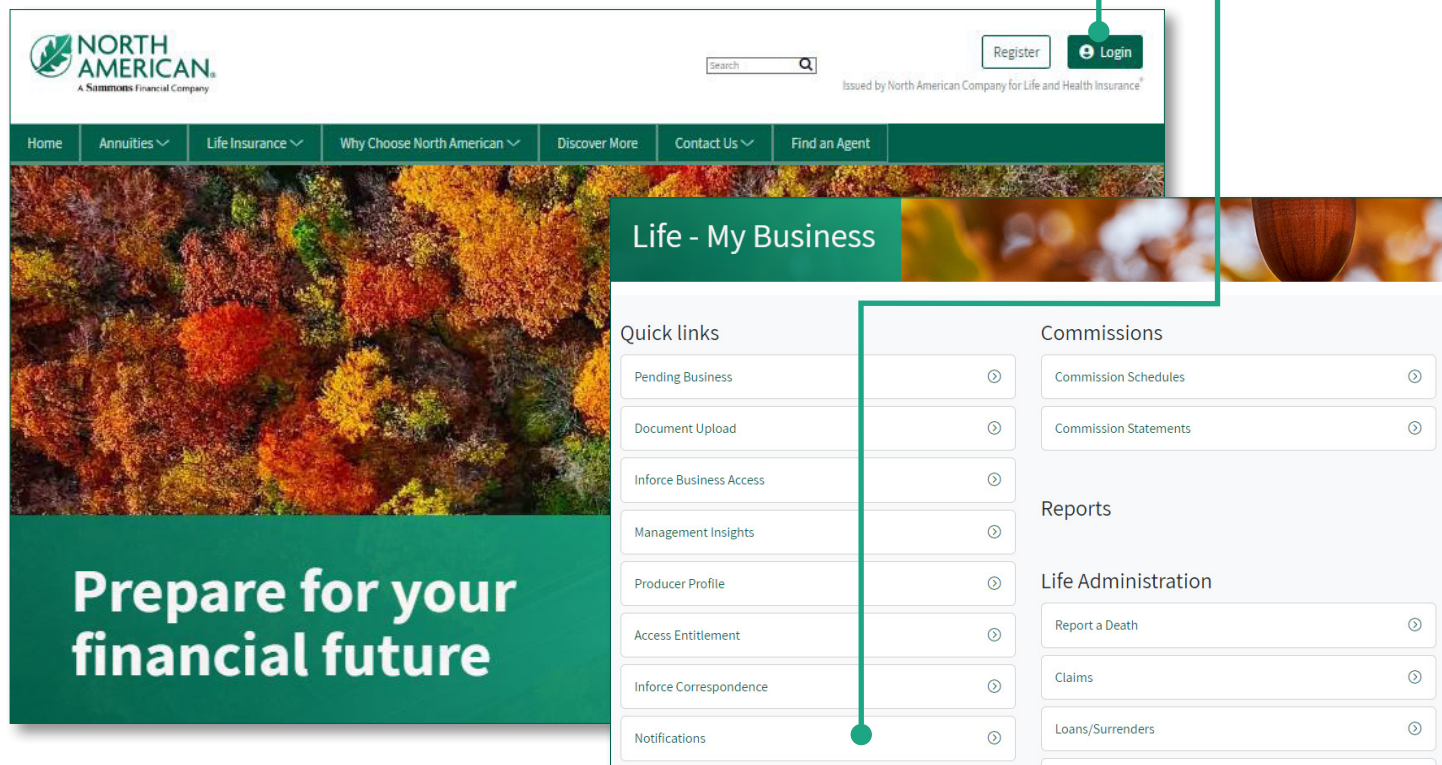
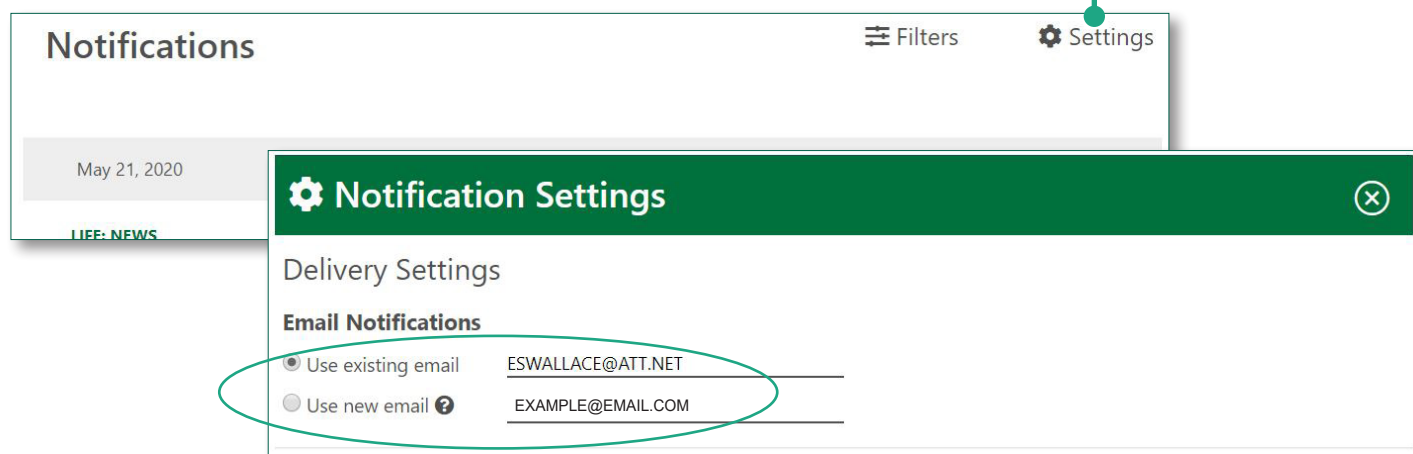


Setting up for agent notifications

After **logging into** the website, select **notifications** under My Business.



Under **Settings**, select the **email** address where you would like to receive the notification.



Select preferred notifications

On this same page below subscription settings, select what **notifications you want to receive**. This needs to be done for Life and Annuity.

Once all wanted notifications have been selected, select **save changes**.

- If web alerts are selected, the notification will be on the website under **Notifications** only.
- If email alerts are selected, an email will be sent to the address provided under delivery settings. (Web alerts will also need to be selected).
- The **Alert Frequency** and **Threshold** amount can be filled out to your specifications.

Life Business

Annuity Business

Inforce Policy Notifications ?

Subscribe to All



To subscribe to ALL inforce policy notifications please select the subscription type(s) below (web, email) and save. Please note you must subscribe to the web notification before you can subscribe to the email version.

Web☒Email☐

Customize Individual Subscriptions ^

Subscriptions

Address Change v





Allocation Change ^



Web☒Email☒

Alert Frequency

DailyWeekly



Annual Statement Available v



Once notifications are set up, they will be viewable under **Notifications**. Items can be searched by policy/contract number and date range under **filters**.

- There is also the ability to select the category by clicking on **filters**. There is a different tab for notifications based on Life or Annuity.

Notifications Filters Settings

PRODUCT: Life and Annuity ▼ TYPE: All ▼ CATEGORY: All ▼ MESSAGES: All ▼ Unread

SEARCH: Name, Policy Number, Topic

Clear Filters

- A summary of all recent notifications is also available on the agent homepage viewable by category. The number of new unread notifications is displayed in red on the notifications tab.

Pending Business Paid Business Notifications **1** News **6**

Life ☒ Annuity

Notifications > Correspondence 1

- These items will be on the website for 30 days. For certain items such as annual statements, they will show under notifications for 30 days and then be available indefinitely when searching under the policy number.

Notifications Filters Settings

May 12, 2020

LIFE: INFORCE

Rosita Gonzales >

Annual Statement Available

Annual statement for policy #LB01044010 is now available.

May 12, 2020

LIFE: INFORCE

Lindsay Kroger >

Annual Statement Available

Annual statement for policy #LB01044400 is now available.

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