

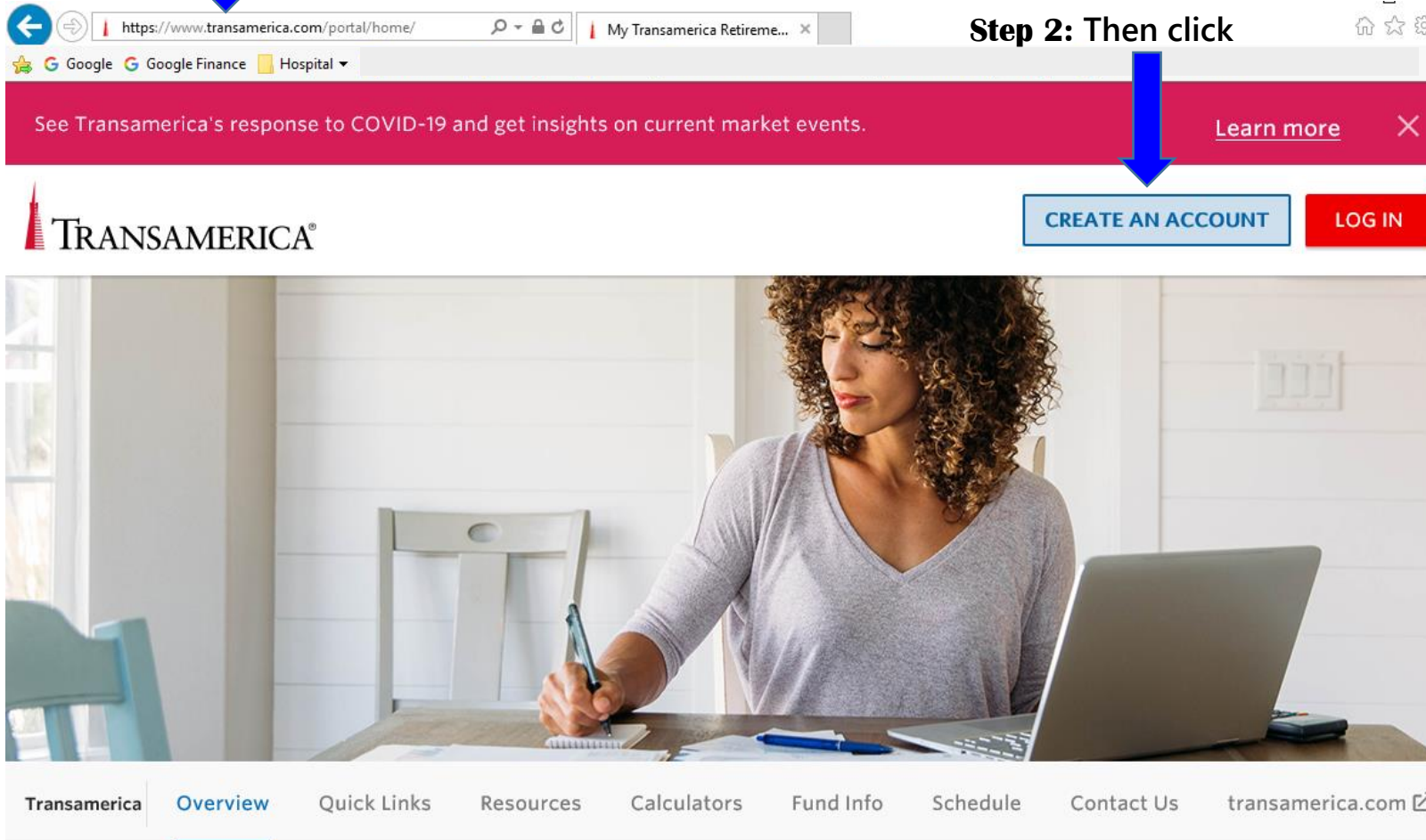
How to register for online access to your Transamerica 403(b) retirement account

TIP: This should not be done from a mobile device and – if possible – not from a Saratoga Hospital workstation.

Step 1: From a personal computer, any time after your first paycheck...

Enter www.transamerica.com/portal/home into your internet browser...

Step 2: Then click



The screenshot shows a web browser window with the URL <https://www.transamerica.com/portal/home/>. The page features a pink banner with the text "See Transamerica's response to COVID-19 and get insights on current market events." and a "Learn more" link. Below the banner is the Transamerica logo. To the right of the logo are two buttons: "CREATE AN ACCOUNT" (blue) and "LOG IN" (red). A blue arrow points from the "CREATE AN ACCOUNT" button to the "Step 2: Then click" text. Below the main content area is a navigation bar with links: Transamerica, Overview, Quick Links, Resources, Calculators, Fund Info, Schedule, Contact Us, and transamerica.com.

Flip over for more

Step 3: You will be asked to provide personal information, including your Social Security Number...

TRANSAMERICA

CREATE ACCOUNT

1 Verify your identity 2 Create online profile

First let's verify your identity

For your protection, we need to collect some information for verification purposes
Information collected is subject to our [Online Privacy Statement](#)

Your full name * * Required Fields

First Name Last Name

Date of birth * Social security # (SSN) *

Date of birth Social Security #

Step 4: ... and on the next page to create a Username & password. You will also be asked to answer questions based on information from your credit report(s) – that only you should know – to help establish your identity.

Step 5: You have not completed account registration until you reach this screen

My Transamerica Products

RETIREMENT PLANS

Defined Contribution As of

Plan Name	Plan Number	Plan Balance
Retirement Plan of Saratoga Hospital	TT069473 00001	

DETAILS



While logged in, consider...

- 1) Setting your contribution rate and/or type
- 2) Designating your beneficiary(s)
- 3) Reviewing your e-document settings to ensure you receive statements via mail/email as preferred