

# Account access quick reference guide



Your Plan offers you easy ways to manage your account so you can access your information and make changes anywhere, anytime. This guide shows you how.

## How to access your account online at [soonersave.com](https://soonersave.com)

To access your account online for the first time, go to [soonersave.com](https://soonersave.com).

1. Click on the **REGISTER** button and, on the next secure page, enter the required information to continue.
2. Select *I do not have a PIN* or *I have a PIN*, then follow the remaining steps to create a username and password.

Use your new username and password going forward. Note: For added security, you will be prompted at login to receive an access code via email or text whenever you use an unrecognized device.

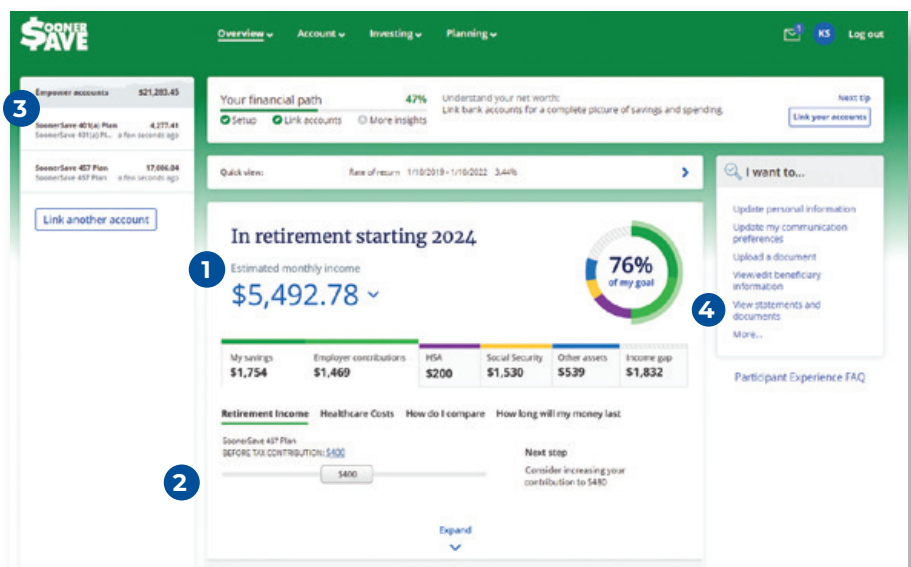
### What if I still can't log in?

If your contact information has changed and doesn't match the system, you will not be able to complete the login process or recover your username or password. Please call the voice response system at **(877) 538-3457** and ask to speak with a representative to verify and/or update your information.

## How to navigate the website

Once logged in to your account, you can get your Lifetime Income Score<sup>SM</sup>, see how you compare to peers and view next steps that may help you reach your retirement goals. Quickly and easily see how much you've saved, and more. Simply log in to your account to:

- 1 View your estimated monthly retirement income and see if your future savings are on track.
- 2 Move the sliders to model different savings scenarios and make changes to your account. Enter *Other Assets* like a pension or IRA for a more realistic score.
- 3 Click on your Plan name to view account balances, view statements, change your investments or contribution rate, and much more.
- 4 Access your personal profile to update contact information, beneficiaries and communication preferences.



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## Your account overview

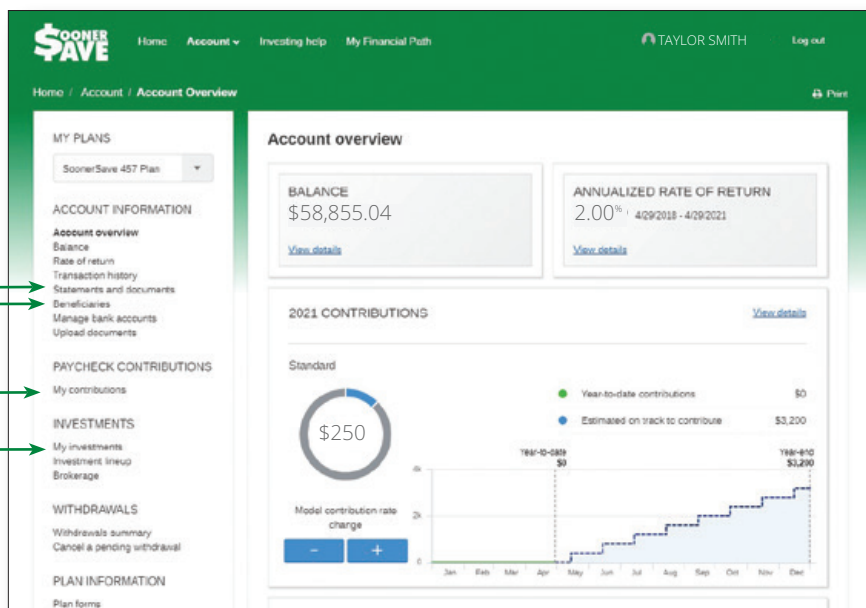
Visit your Plan website to quickly and easily see how much you've saved, and more.

Use this navigation panel to:

- View your statements.
- Change your beneficiary.
- Change your contribution (457 Plan only).
- Manage your investments.

Call the voice response system at **(877) 538-3457**:

- To review your account balance, investment option allocations and recent activity.
- To transfer among funds.<sup>1</sup>
- To obtain daily unit/share values of your investment options.

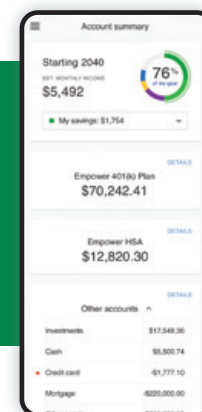


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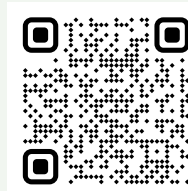
## Get the mobile app and connect to your Plan whenever, wherever

View and manage your Plan anywhere, anytime with the Empower app for your mobile device. Available for iOS® and Android™.



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Questions? Scan the QR code or [visit our scheduling page](#) to schedule a no-cost, one-on-one meeting with **Chad Guest**, your SoonerSave Retirement Plan Counselor. You can also contact Chad by phone at **(405) 323-6359** or email him at [chad.guest@empower.com](mailto:chad.guest@empower.com).



<sup>1</sup> Transaction requests received in good order after the close of the New York Stock Exchange will be processed the next business day.

IMPORTANT: The projections or other information generated on the website by the investment analysis tool regarding the likelihood of various investment outcomes are hypothetical in nature, do not reflect actual investment results, and are not guarantees of future results. The results may vary with each use and over time.

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