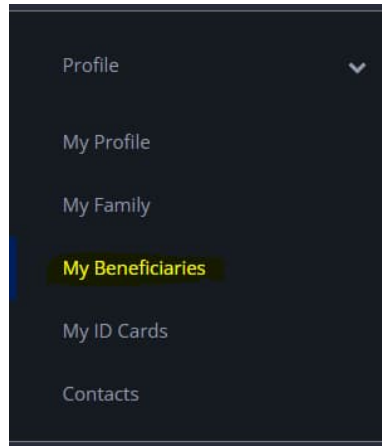


Follow the steps below to update your Beneficiary

- Go to www.conehealth.com/benefits and click on Access myBenefits Portal.
- Navigate to Profile on the left toolbar of the portal.
- Select My Beneficiaries



- Select the plan year you wish to make changes to and click the plus option to add beneficiaries:

Show beneficiaries for plan year:

Your Current Beneficiaries

DOWNLOAD

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Basic Employee Life and AD&D

Coverage amount \$10,000.00

- Click on “Add Beneficiary”. Add the First and Last name, relationship, and allocation amount for the beneficiary. The allocation must equal 100% between any and all beneficiaries in order for Plansource to allow you to save OR you can “Choose and existing Beneficiary”



Primary Beneficiaries (Required *)

You must designate a primary beneficiary for this benefit.

[+ Add Beneficiary](#)

Would you like to add secondary beneficiaries? No Yes

X Add Beneficiary

Select an existing beneficiary from the drop-down menu or enter a new beneficiary's information below.

or create a new one

Name *

Relationship *

Allocation *

Address 1

Address 2

City

State

Zip Code