Participant Account Login and Enrollment via the Verisight Group Website

Participants may access the Verisight Group website at www.verisightgroup.com and click "Login" and choose "Plan Participant" in the drop down screen. Follow the steps below to complete the enrollment process.

A new participant would log into the system by entering their social security number as the user ID (no spaces or dashes) and the last 4 digits of their social security number as the password.

Once you have gained access to the system, you will be prompted through a series of enrollment screens to create login credentials and investment selections. Click "Save and Continue" after each step is complete.

Step 1 - Personal Information: This page captures your personal data, including but not limited to the following: user name and password, a verification question, email address and mailing address.
Criteria for user ID and password:

- Your User ID cannot be the same as your social security number
- Your User ID cannot be some portion of your password
- User ID must be between 6 and 12 characters in length
- Your password cannot be any part of your social security number
- Password must be between 6 and 15 characters in length

Please take note of your user ID and password for future use of the system.
Step 2 - Beneficiaries: This step allows you to designate your beneficiaries. Please note that while you may enter the beneficiary information on the website, it is necessary to submit a signed beneficiary form to your Plan Sponsor. To access this form, click the blue link at the top of the page.
Step 3 - Deferrals: This page allows you to enter in the amount you wish to contribute per pay period either as a percentage or a dollar amount.
Step 4 – Investment Elections: This step allows you to review fund performance and prospectus information and select your investments. To view the prospectus, click on the fund name. Your total election percentage must equal 100%.
Step 5 – Confirmation: This final screen allows you to review and confirm the information that you have entered. Once you are comfortable with the information, click "Finish" to obtain your enrollment confirmation number. Please be sure that you receive a notice that your enrollment is complete.

If you require assistance or have further questions regarding your account, please do not hesitate to contact Client Services' toll free number at 1.888.886.8256 or email clientserviceswc@verisightgroup.com

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