

My Beneficiaries

Members have access to review and update beneficiaries during enrollment as well as year-round.

At least one primary beneficiary must be designated for each benefit on the page.

- Use the Add Person or Add Trust buttons to add new beneficiary
- Edit existing beneficiary by selecting their name
- Choose beneficiary level (primary, contingent, etc.) in the Group column drop-down
- Enter percentage amount in Percentage column

i While Social Security Numbers are not required to designate beneficiaries, entering as much identifying information as possible is recommended.

i The sum of beneficiary percentages must always equal 100%. If you add or remove a designation, you may need to adjust designated percentage(s) to equal 100.

Name	Group	Percentage
▶ Mary Smith Spouse	Primary	100
▶ Michael Smith Brother	Contingent Group 1	100
▶ Anna Smith Sister	No Designation	

Group	Percentage
Primary	100%
Contingent Group 1	100%

The form changes to red when editing. Once complete, buttons to Save or Discard changes are at the top.

✖ Discard changes for Basic Life: \$20,000.00 **✔ Save changes for Basic Life: \$20,000.00**

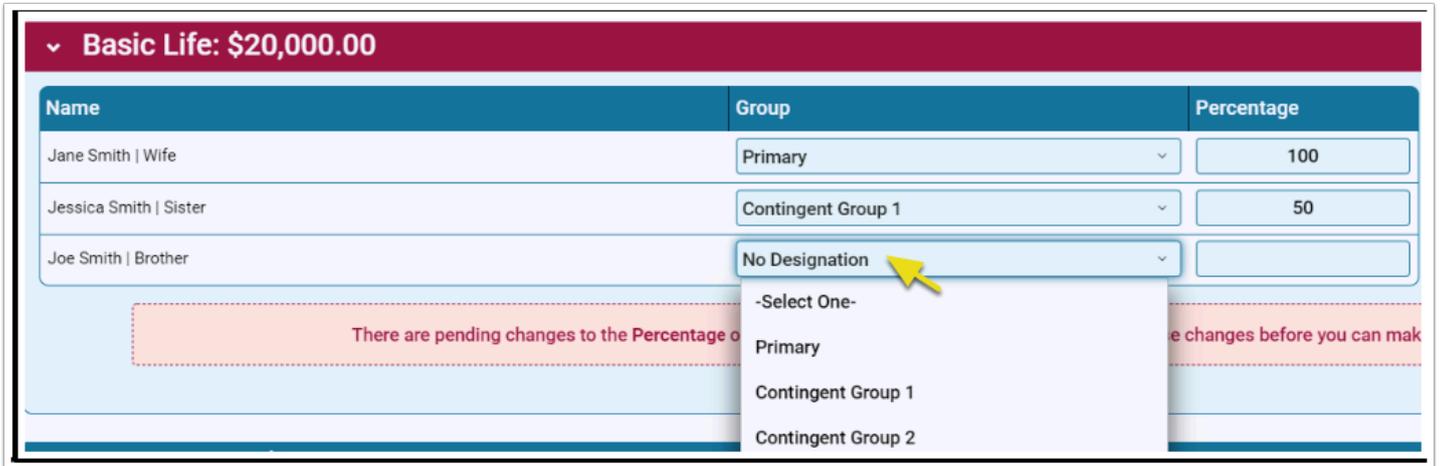
OPEN ENROLLMENT

Name	Group	Percentage
Mary Smith Spouse	Primary	100
Michael Smith Brother	Contingent Group 1	100
Anna Smith Sister	No Designation	

Group	Percentage
Primary	100%
Contingent Group 1	100%

Remove a Beneficiary

Select No Designation from the drop-down to indicate a person is no longer the beneficiary for a benefit.



Name	Group	Percentage
Jane Smith Wife	Primary	100
Jessica Smith Sister	Contingent Group 1	50
Joe Smith Brother	No Designation	

There are pending changes to the Percentage of this beneficiary. Please save the changes before you can make changes to this beneficiary.

To delete a beneficiary from all plans, select the beneficiary's name to edit. A button to Remove This Beneficiary From All Plans is at the bottom.



Name	Group	Percentage
Mary Smith Spouse	Primary	100
Michael Smith Brother	Contingent Group 1	100
Anna Smith Sister	No Designation	

Name* Relationship* Street Address 1

Street Address 2 City State/Province

Postal Code Country Home Phone

SSN

Is this beneficiary a Minor?

Remove This Beneficiary From All Plans

 All beneficiary designations are effective upon enrollment submission. New designations submitted will override prior designations. Members can return to Bentek to edit beneficiaries year-round.