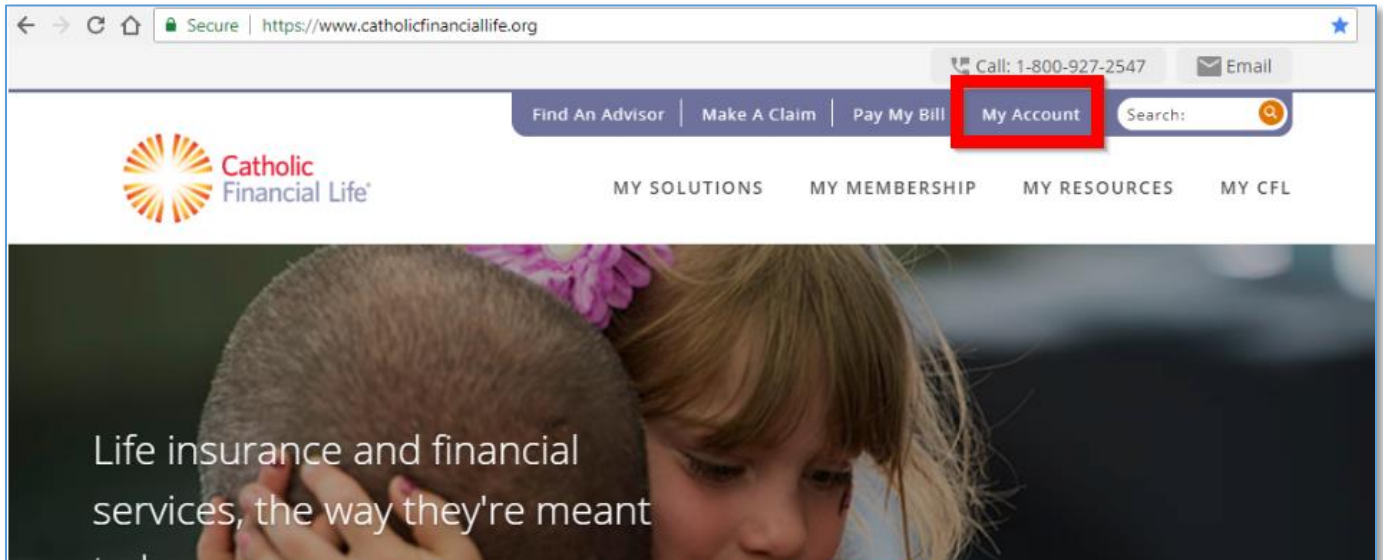


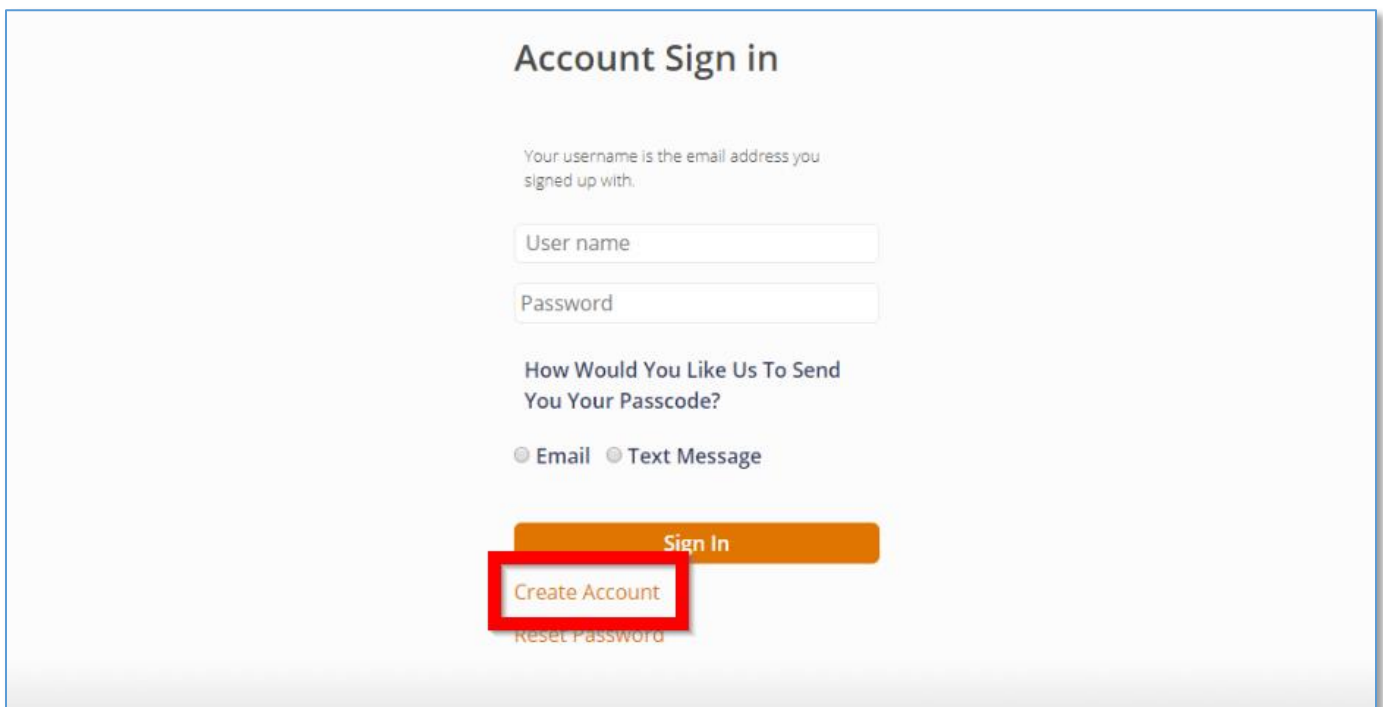


CREATE AN ACCOUNT

1. Go to www.catholicfinanciallife.org and click **My Account** in the purple bar at the top of the page.



2. On the Account Sign In page, click **Create Account**.



3. On the Create Your Account page, enter the required information and click Register.

The image shows a 'Create Your Account' form with several fields and instructions. Red callout boxes with arrows point to specific elements:

- Callout 1:** A red box on the left contains the text: "The email address you enter will become your personal username. For security reasons, please use your own email address." An arrow points to the Email* field.
- Callout 2:** A red box on the right contains the text: "Please enter only the last four digits of your Social Security Number." An arrow points to the Last Four Of Your Social Security Number* field.
- Callout 3:** A red box at the bottom left contains the text: "Be sure to check this box." An arrow points to the CAPTCHA Verification checkbox.
- Callout 4:** A red box at the bottom center contains the text: "Register" and points to the Register button.

The form fields and their values are as follows:

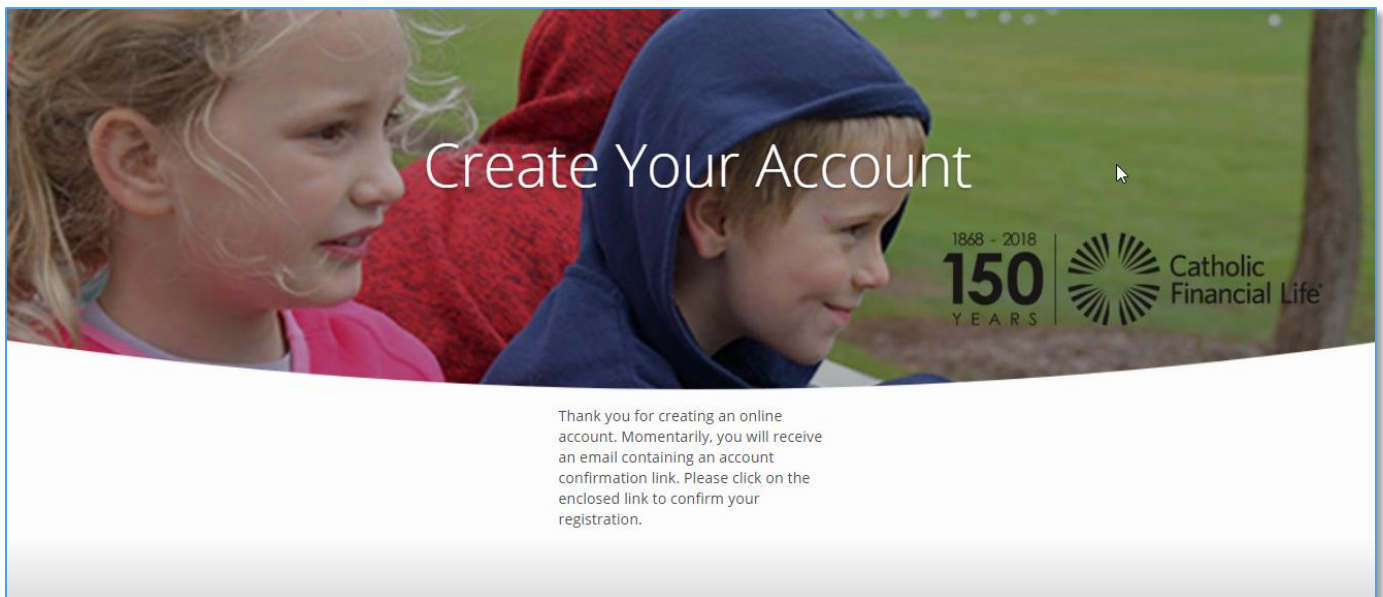
- First Name*: Gretchen
- Last Name*: Therman
- Email*: gretchen.therman@digital.net
- Last Four Of Your Social Security Number*: 0788
- Street Address*: 274013 Lakewood
- Street Address Continued: (empty)
- City*: Milwaukee
- State*: WI
- Zip*: 53208
- Birthdate*: 1/20/1991
- Mobile Phone Number*: 414-832-1234
- Password*: (masked with dots)
- Confirm Password*: (masked with dots)
- CAPTCHA Verification: I'm not a robot

Additional text on the form includes: "Please enter birth date in this format (mm/dd/yyyy).", "Today" (with a calendar icon), and "Your Password must be at least 8 characters long and contain an upper case letter, lower case letter, number and special character." The password strength is indicated as "Strong".

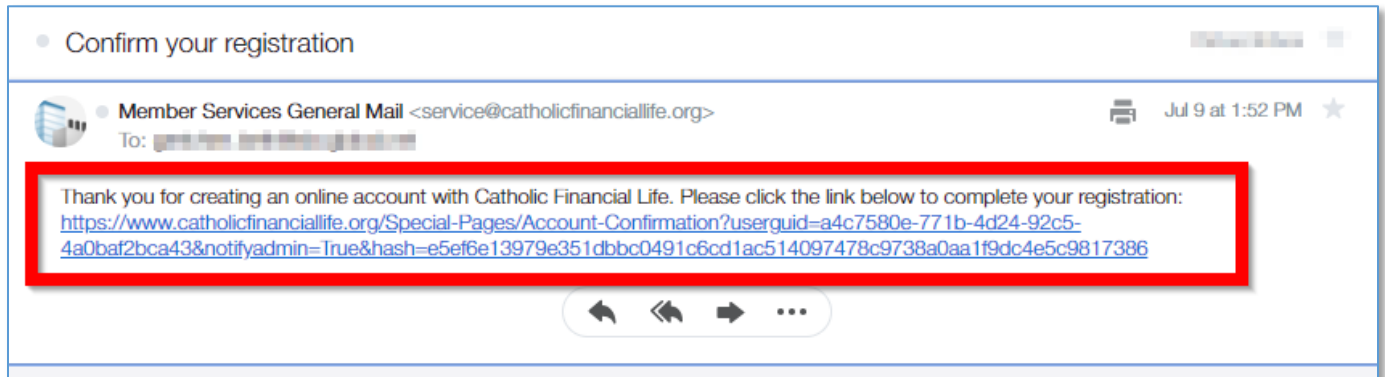
The CAPTCHA Verification section may ask you to select images that refer to an item. In that case, click all the images that contain that item and click **Verify**.



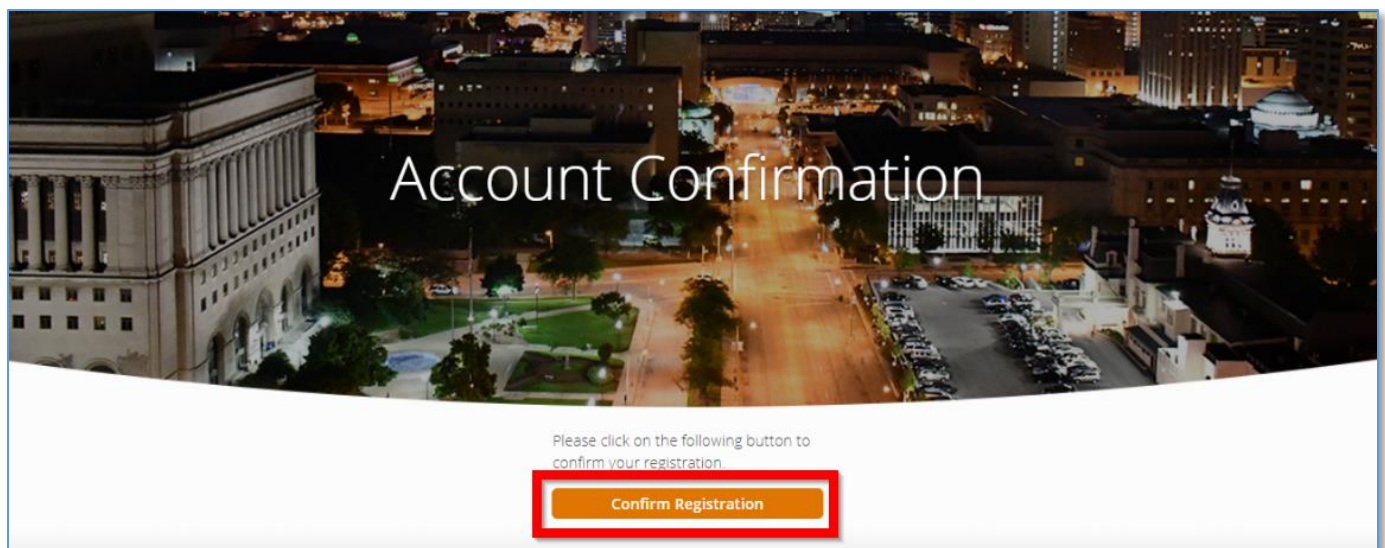
4. After you click **Register**, you'll land on a page that tells you you'll receive a confirmation email.



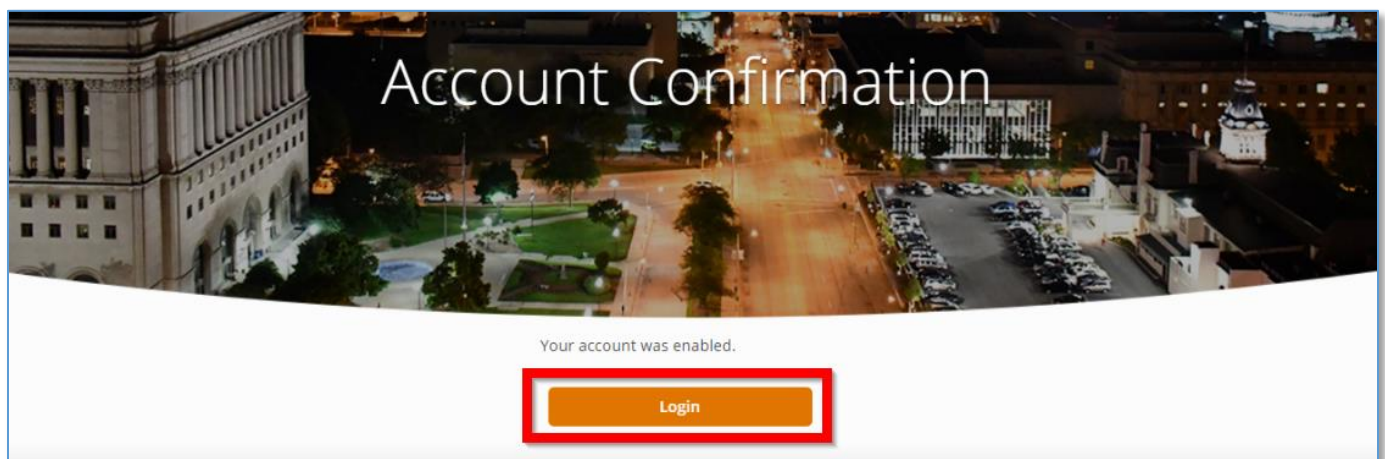
5. The confirmation email from service@catholicfinanciallife.org contains a link. Click the link to confirm your account registration.



6. After clicking the link in your email, you'll land on this Account Confirmation page. Click **Confirm Registration**.



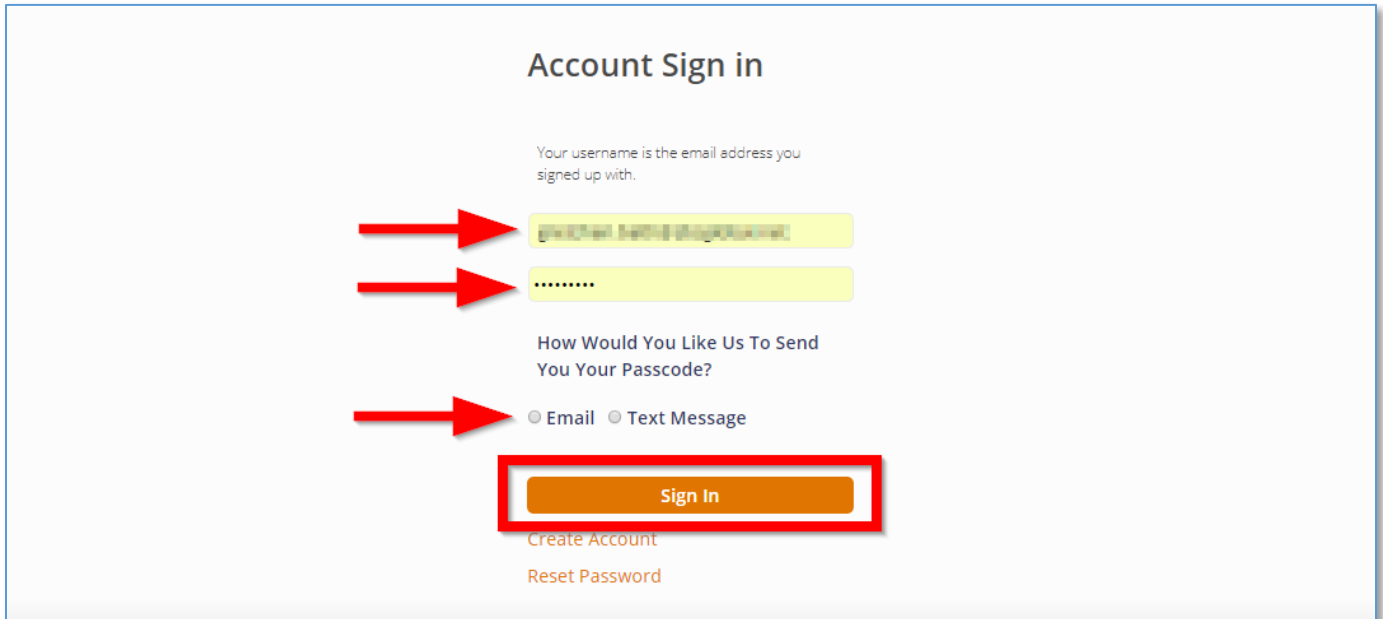
7. Congratulations! Your account has been enabled. Click the **Login** button.



8. To sign in, enter your email address (also your username) and your password.

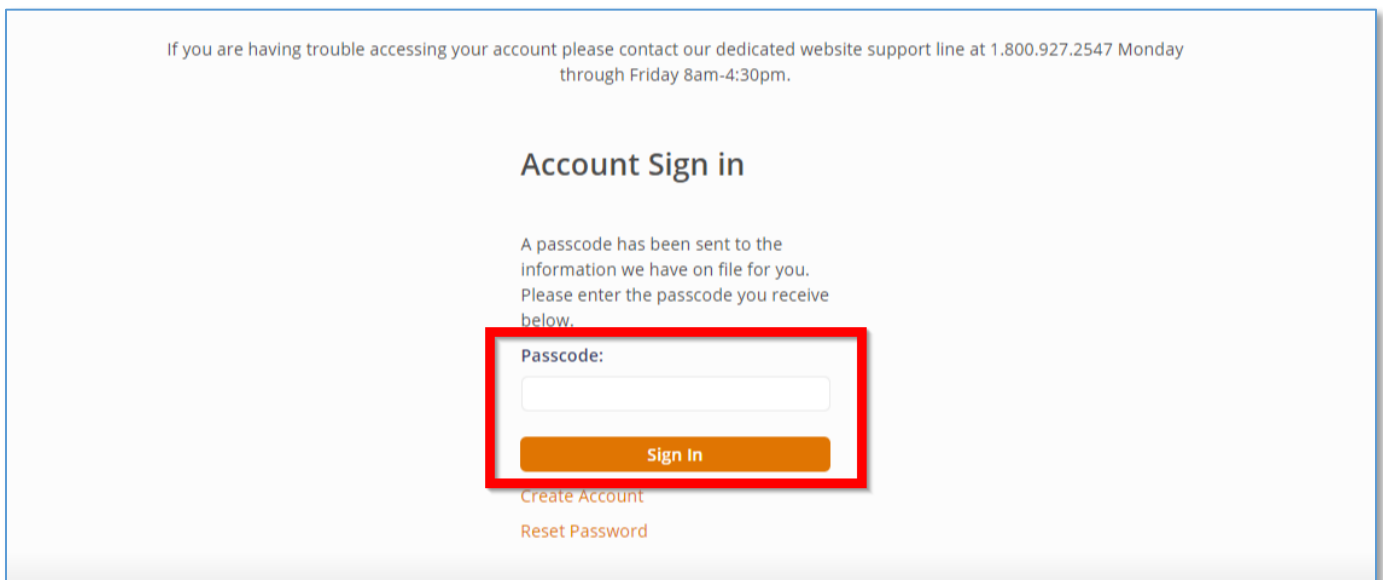
To protect your privacy, as part of the log in process, you'll need to enter a unique one-time *passcode*. (The unique *passcode* is different from your password and is valid for a short time.) Select how you'd like to receive this *passcode*:

- Email *passcodes* come from Member Services, service@catholicfinanciallife.org
- Text *passcodes* come from 224-441-2054



The screenshot shows the "Account Sign in" page. At the top, it says "Your username is the email address you signed up with." Below this are two input fields: the first contains the email address "patrick.b@fmlife.com" and the second contains a masked password ".....". Below the password field is the question "How Would You Like Us To Send You Your Passcode?" with two radio button options: "Email" (selected) and "Text Message". A red box highlights the "Sign In" button. Below the button are links for "Create Account" and "Reset Password". Three red arrows point to the email field, the password field, and the "Email" radio button.

9. Once you receive the *passcode*, enter it on the **Account Sign In** page and click **Sign In**.



The screenshot shows the "Account Sign in" page after a passcode has been sent. At the top, it says "If you are having trouble accessing your account please contact our dedicated website support line at 1.800.927.2547 Monday through Friday 8am-4:30pm." Below this is the "Account Sign in" heading. The text reads: "A passcode has been sent to the information we have on file for you. Please enter the passcode you receive below." Below this is a "Passcode:" label and an empty input field. A red box highlights the "Passcode:" label, the input field, and the "Sign In" button. Below the button are links for "Create Account" and "Reset Password".

10. Once signed in, you'll see a summary of your account. From here, you'll be able to:
- A. See details about the policy(ies) you're the owner of
 - B. Apply for member benefits
 - C. Make changes to your account such as updating your contact information, beneficiaries, etc.
 - D. Log out when you're done

The screenshot shows the Catholic Financial Life website account page for John Doe. At the top, there is a navigation bar with links for 'Find An Advisor', 'Make A Claim', 'Pay My Bill', and 'My Account', along with a search bar and contact information (Call: 1-800-927-2547, Email). The main header includes the Catholic Financial Life logo and navigation tabs for 'MY SOLUTIONS', 'MY MEMBERSHIP', 'MY CFL', and 'MY RESOURCES'. Below the header, the user is logged in as 'John Doe' and can access 'My Account' through buttons for 'Update Accounts', 'Pay My Bill', and 'Log Out'. The page is titled 'Welcome, John Doe' and includes a 'Print Page' button. The main content area is divided into several sections: 'Overview' (with a red 'A' marker), 'Summary of Accounts' (with a red 'D' marker), 'Member Benefits Center' (with a red 'B' marker), and 'Account Service Center' (with a red 'C' marker). The 'Overview' section shows 'POLICY #: 12345678' and 'MEMBER BENEFITS'. The 'Summary of Accounts' section displays 'Policy #: 12345678', 'Insured: [redacted]', 'Type: Life Paid Up At 65', and 'Net Death Benefit: \$[redacted]'. The 'Member Benefits Center' section explains that members are eligible for additional benefits and provides a link to 'View & Apply for Member Benefits'. The 'Account Service Center' section informs users that they can update their account online and provides a link to 'Update Account & Service Center'. The 'Your Advisor' section shows the Catholic Financial Life logo and 'Home Office'. The 'Your Chapter' section shows '0306 - Milwaukee SE'.

TROUBLE ACCESSING YOUR ACCOUNT?

Contact our dedicated website support hotline:

1.800.927.2547

Monday – Friday, 8:00 a.m. – 4:30 p.m.