ACCESSING YOUR ACCOUNT INFORMATION

This guide provides helpful information to assist you with accessing account information at principal.com and via our automated phone system at 1-800-547-7754. It will prove valuable, whether it's your first time accessing our systems or you are a return visitor.

Access account information at principal.com

FIRST-TIME USERS	ONGOING ACCOUNT ACCESS
Go to **principal.com**	Go to **principal.com**
• Under **Login**, select login type **Personal** • Click on the **Register Now** link • Provide your name, date of birth, ID number and zip code and click **"Submit"** • Verify your identity by providing select personal information* • Create your username, password and provide an email address • Select and answer **one security question** • Review your confirmation page • Once you receive a confirmation email (it should only take a minute or two), you can log in with your new **username** and **password** • Select your **login image** and **phrase** • Set **three online security questions** and **answers** • Consent to do business electronically (this lets you view account information online) • You will now be directed to your account information (select **Your Profile** to update login information, email address and to sign-up for additional account services) ** These questions are administered by a trusted third-party. While we display information on the screen, the Principal Financial Group does not have access to this step of the process.*	• Under **Login,** select login type **Personal** • Enter your **Username** (Click **Forgot Username** if you need a Username) • Verify the **image and phrase** shown are the ones you selected • Enter your **Password** (Click **Forgot Password** if you need a Password) **Questions?** If you have any questions about setting up your username and password online, please call 1-800-547-7754. **Stay up-to-date!** Providing your email address and periodically logging in to confirm it will allow you to receive communications tailored to your employer's plan.

Click on the **Retirement Plan** link of the account you want to access. Use the tabs at the top of the page to navigate the website.

Available options include:

Not all options are available for certain plans. Check with your human resources contact to find out what is available.

YOUR ACCOUNT

- Overview
- Contributions
- Investments
- Account History
- Plan Info and Forms
- Statements
- Loans
- Roll Over Funds

PLANNING CENTER

- Overview
- Retirement Planning
- Managing Money
- Life Event Planning
- Online Seminars
- Calculators
- Questions and Answers

Principal® Financial Group

Access account information — alternative options at principal.com

You can also check the account balance and personalized rate of return for the retirement account through:

- **Text messages** to your cell phone
- **Email**
- **Principal® Mobile** — Our new secure app allows you to access retirement account information from multiple mobile devices, including iPhone® and Android™*

Access account information via our automated phone system

FIRST-TIME USERS	ONGOING ACCOUNT ACCESS
Call **1-800-547-7754**	Call **1-800-547-7754**
Enter your **Social Security number** when prompted	Enter your **Social Security number** when prompted
Listen to the menu and select an option	Listen to the menu and select an option
When prompted, establish your **personal identification number (PIN)** using your **Account/Contract Number**	If prompted, enter your **PIN** *(Note: some options do not require you to enter your PIN)*

Follow the prompts to:

Not all options are available for certain plans. Check with your human resources contact to find out what is available.

- Access daily account values
- Obtain investment performance information
- Transfer retirement funds between available investment options
- Change where future contributions are invested
- Hear your outstanding loan balance, obtain a loan quote and request a loan
- Review the status of a pending or completed distribution
- Establish/change your PIN
- Reinvest retirement account balance from a previous plan
- Hear information regarding an expected Form 1099R

* The mobile application offered by The Principal to view account information is currently supported on iPhone® (all operating systems) and Android™ (operating systems 1.6 or higher).

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WE'LL GIVE YOU AN EDGE®

Principal Life Insurance Company, Des Moines, Iowa 50392-0001, principal.com

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