

How do I update my beneficiary information?

Designate beneficiaries for your retirement accounts

Updating your beneficiaries online is easy. Here's how:

<p>Get started</p>	<ul style="list-style-type: none"> • Log in to your account on VALIC.com/ • On the next screen, click the dropdown menu next to your name at the top of the page • Click "Change Beneficiaries" <p>This page provides access to add, update or delete beneficiaries as well as a link to designate beneficiary percentages</p>
<p>Create a new beneficiary</p>	<ul style="list-style-type: none"> • Click "Add a beneficiary" • Enter the new beneficiary's details • Click the "Save" button <p>Note: Fields with a red asterisk are required</p>
<p>Edit a beneficiary</p>	<ul style="list-style-type: none"> • Click the plus sign by the beneficiary's name • Edit desired fields on the record • Click the "Save" button
<p>Delete a beneficiary</p>	<ul style="list-style-type: none"> • While editing the record, click the "Delete" button <p>Note: Only unassigned beneficiaries can be deleted</p>
<p>Set or manage beneficiaries</p>	<ul style="list-style-type: none"> • Click the "Beneficiary Designations" button at the bottom of the screen • Scroll down until the buttons "Manage Your Beneficiary" and "Change Beneficiary Designation" appear • To edit a designation, click "Change Beneficiary Designation" <ul style="list-style-type: none"> ■ To modify, click "Update" ■ Change the benefit percentage and/or the "Primary or Contingent" type ■ You can also choose to click "Remove" ■ Before removing, you must first delete the percentage • To add a beneficiary, click "Add Beneficiary Designation" <ul style="list-style-type: none"> — Select the desired person/entity from the dropdown on the left • Set "Primary or Contingent" and enter a percentage <ul style="list-style-type: none"> — Click the "Add" button

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Review your beneficiary designations

- From any page ...
 - Click **“Your Name”** in the upper right corner of the page
 - Click **“Change Beneficiaries”**
 - Click the **“Beneficiary Designation”** button

Will VALIC send a confirmation of the updated beneficiary designation to me?

Yes, VALIC will send a confirmation email by way of Personal**Deliver-e**® whenever you update a beneficiary designation. In addition, VALIC will mail a confirmation letter to your address of record. Beneficiary updates will also appear on your next quarterly statement.

Your Future is Calling. Meet It with Confidence.

CLICK VALIC.com/

CALL 1-800-426-3753 **VISIT** your financial advisor

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