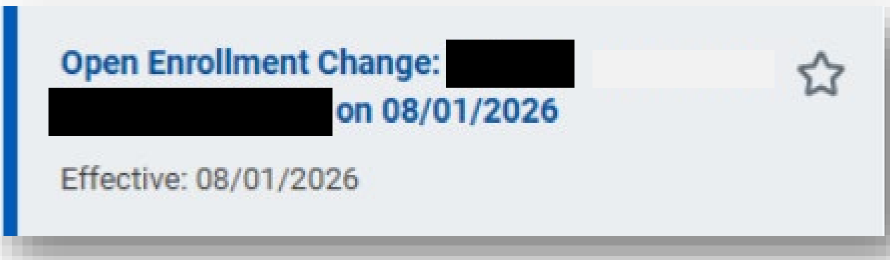
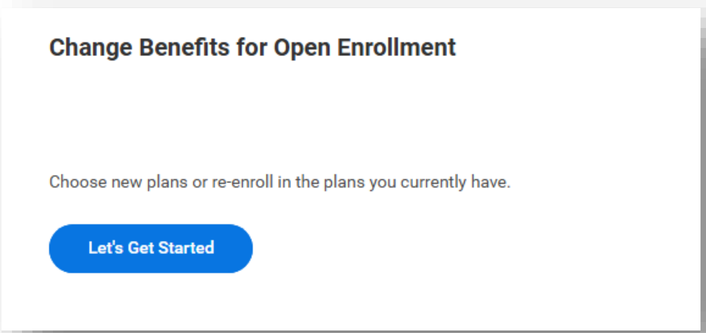
Benefit Guidelines

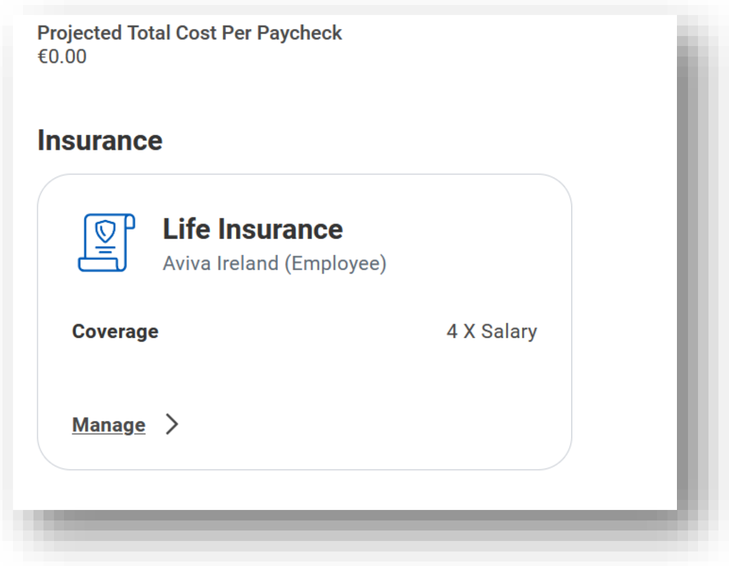
Select the event in your workday inbox



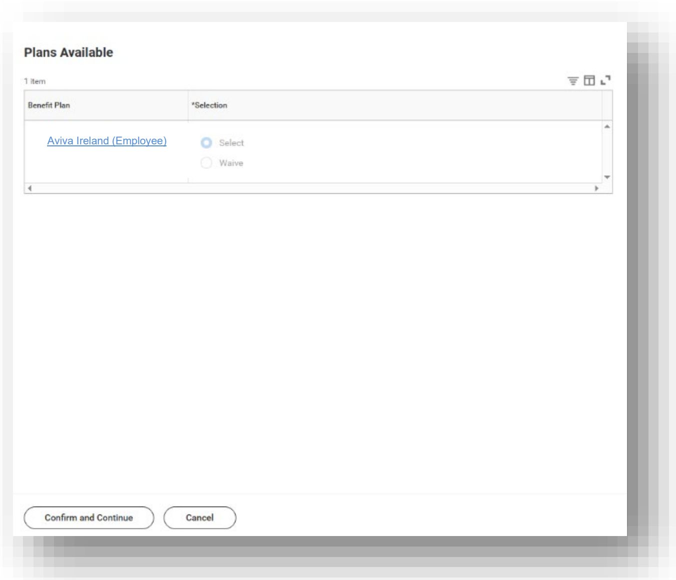
Select 'Let's Get Started' to begin



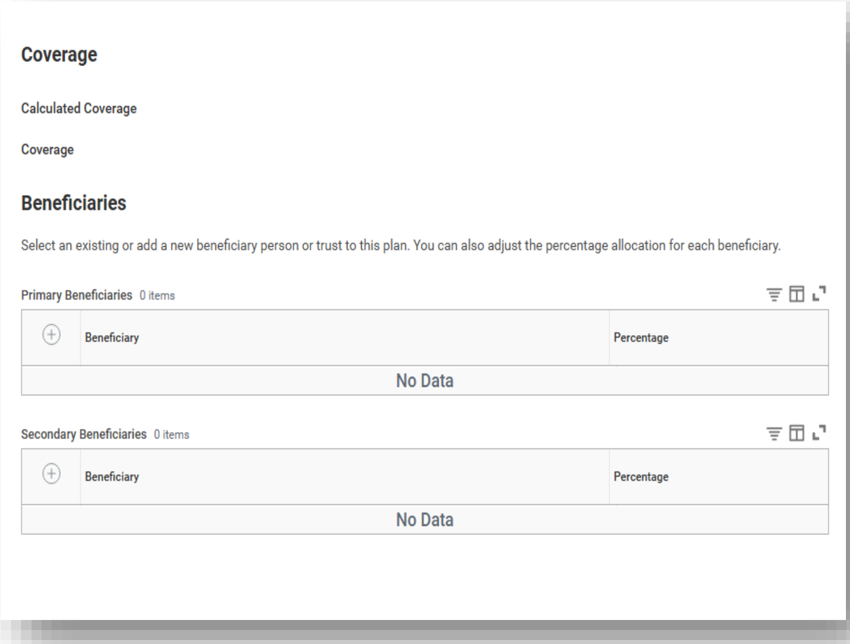
Select ‘Manage’



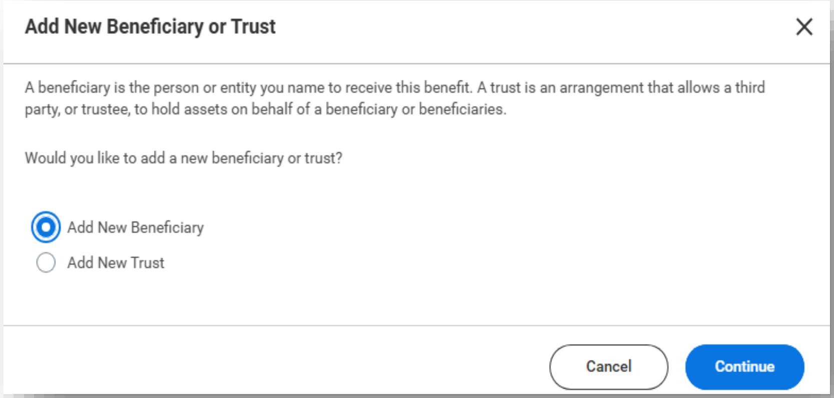
Select ‘Confirm and Continue’. This will take you to the page where you can nominate your beneficiaries.



Select the plus button. This will allow you to add an existing beneficiary, trust or a new beneficiary or trust.



Once you have selected which option you'd like to add, select continue



On this page, you only need to complete the following and once completed select OK. If there is an error, a notification will pop up telling you what to adjust:

Relationship

Date of Birth

Gender

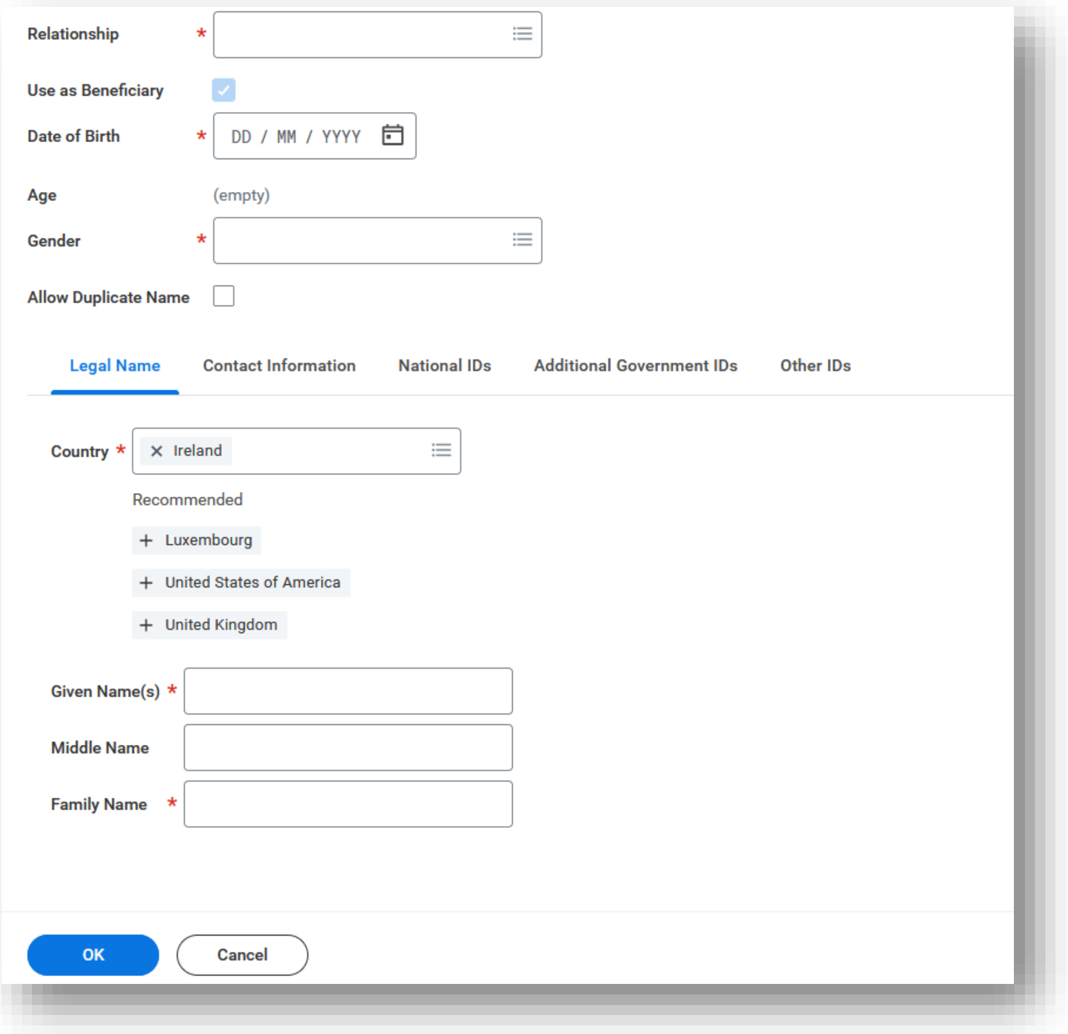
Country

Give Name

Family Name

Address (Contact information tab)

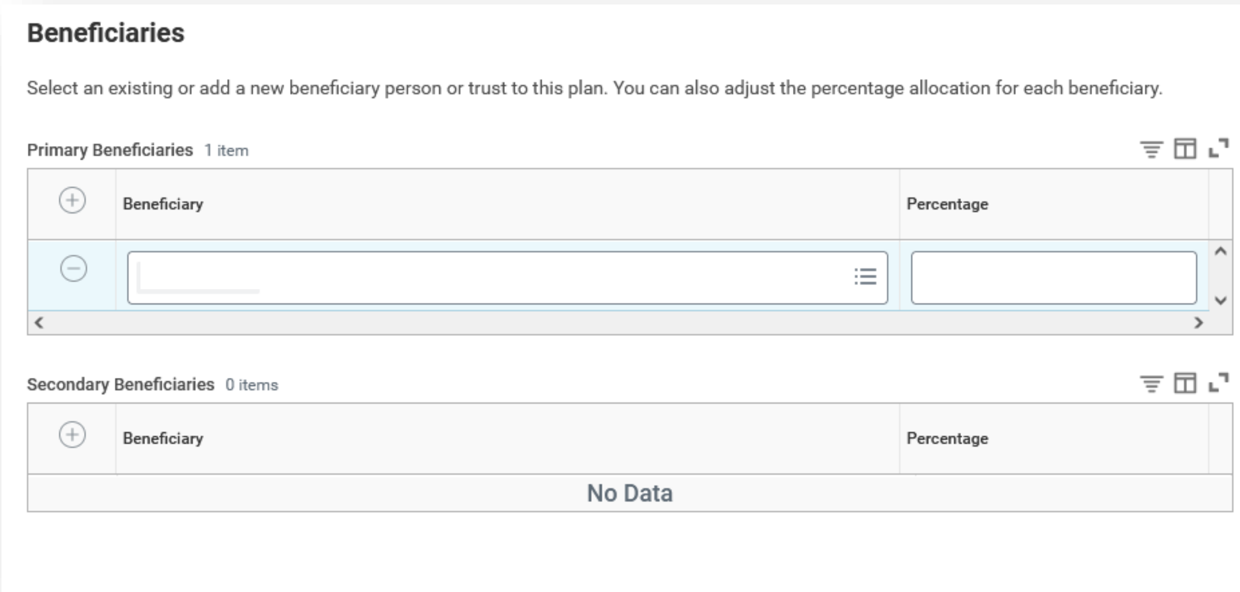
Usage (Contact information tab)



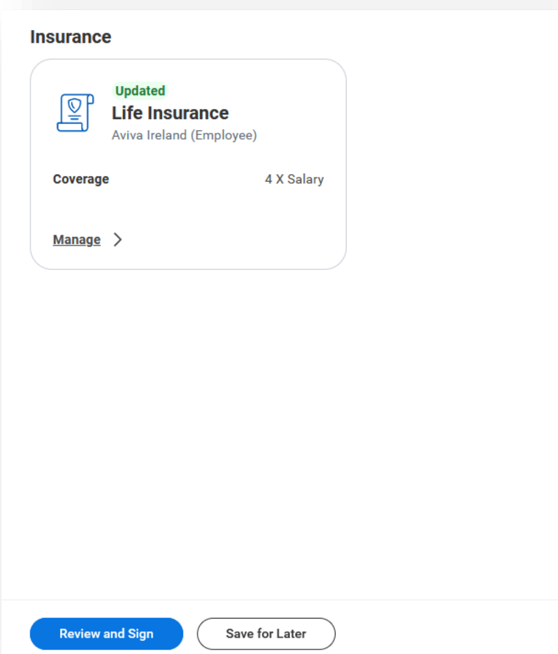
Please enter the percentage amount you'd like to give to your beneficiary. If you are adding multiple primary beneficiaries, please note the total percentage must add to 100.

Reminder:

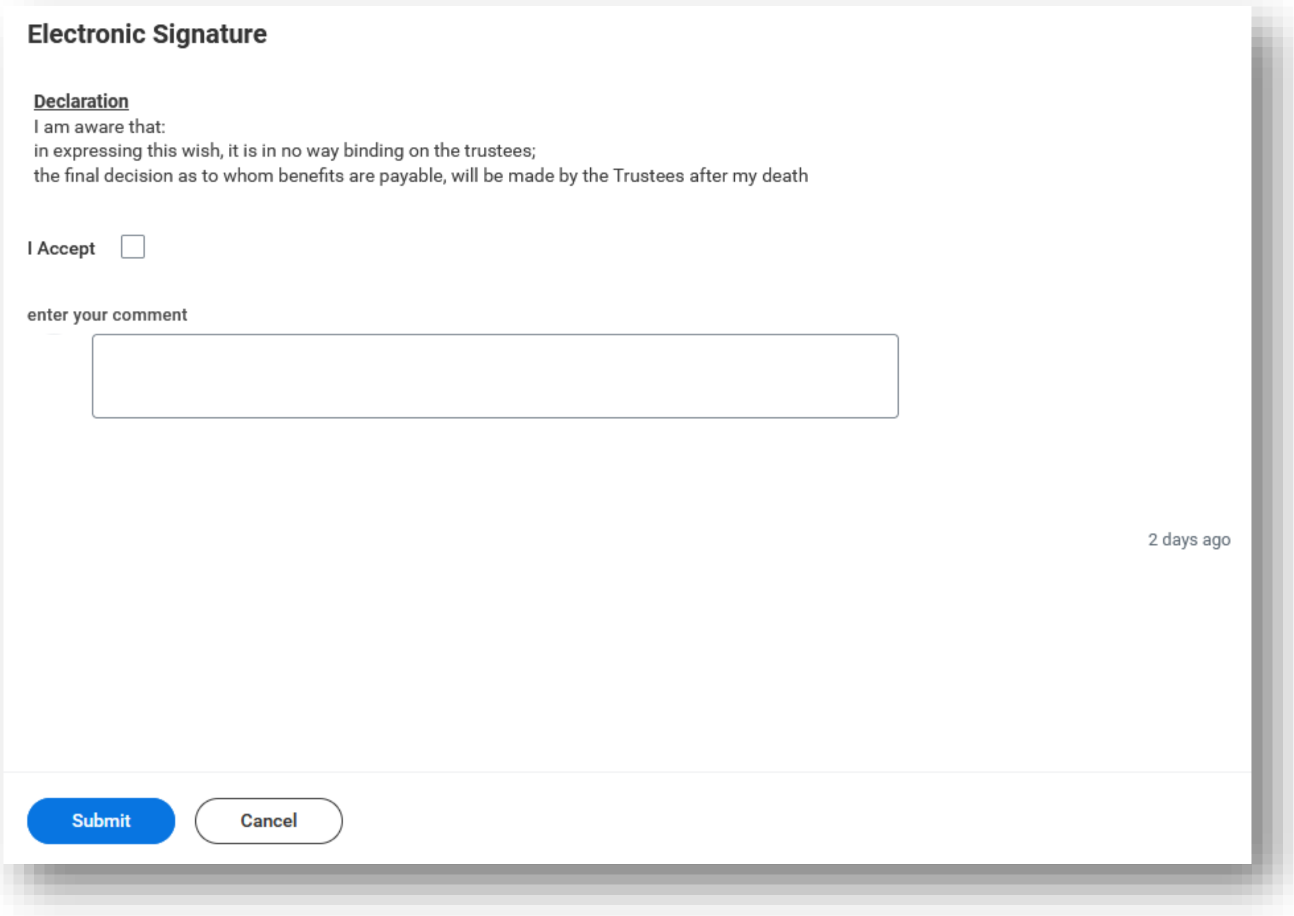
A primary beneficiary is the person or persons who would receive the benefit first. A secondary beneficiary would only be considered if all primary beneficiaries are no longer living when the benefit becomes payable.



Please select 'Review and Sign'.



Please select review your elections and once happy, scroll to the bottom and select I accept, then submit.


Electronic Signature

Declaration
I am aware that:
in expressing this wish, it is in no way binding on the trustees;
the final decision as to whom benefits are payable, will be made by the Trustees after my death

I Accept

enter your comment

2 days ago

Submit
Cancel