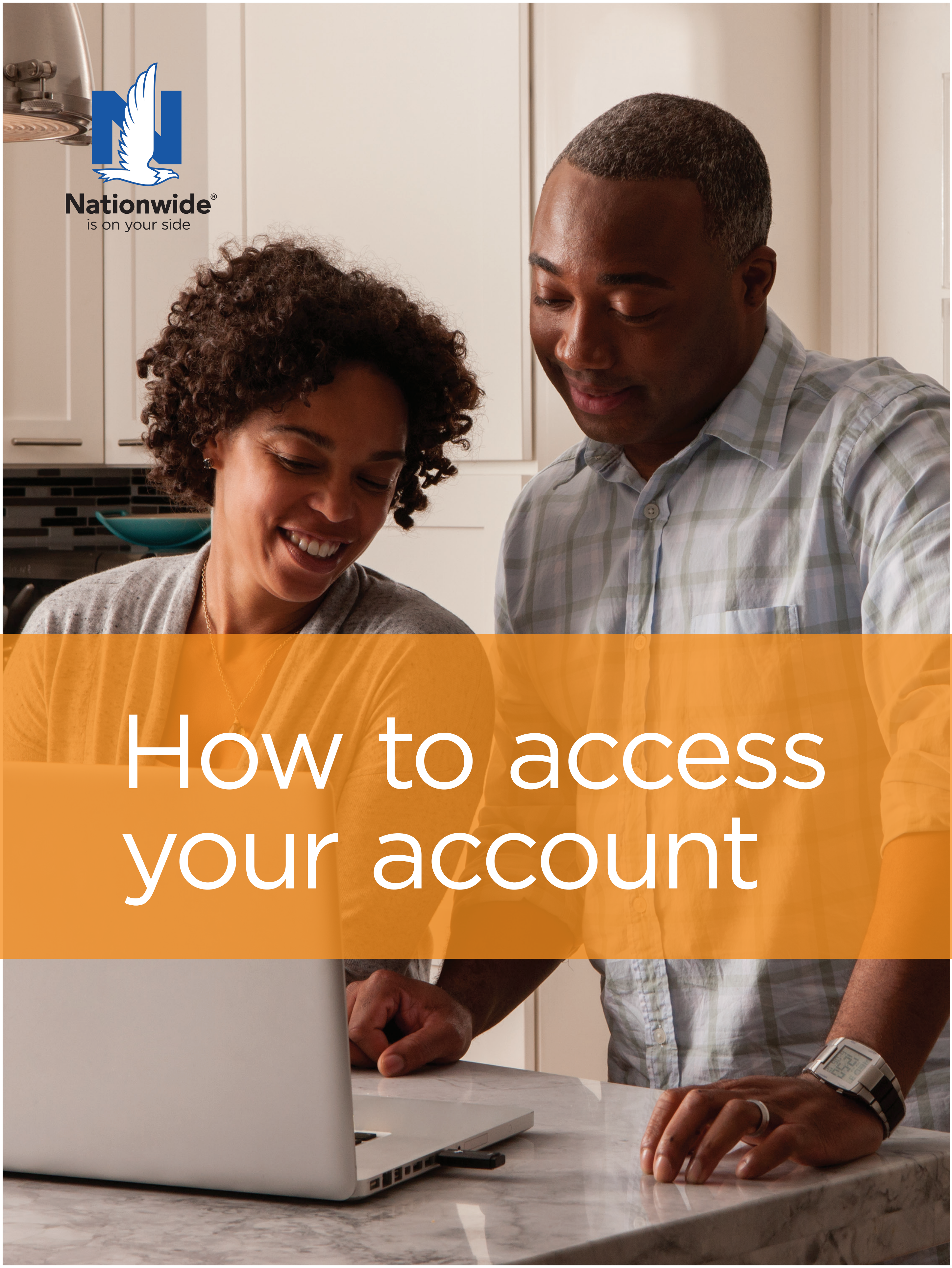


How to access your account

Congratulations! You're all signed up. Now what?

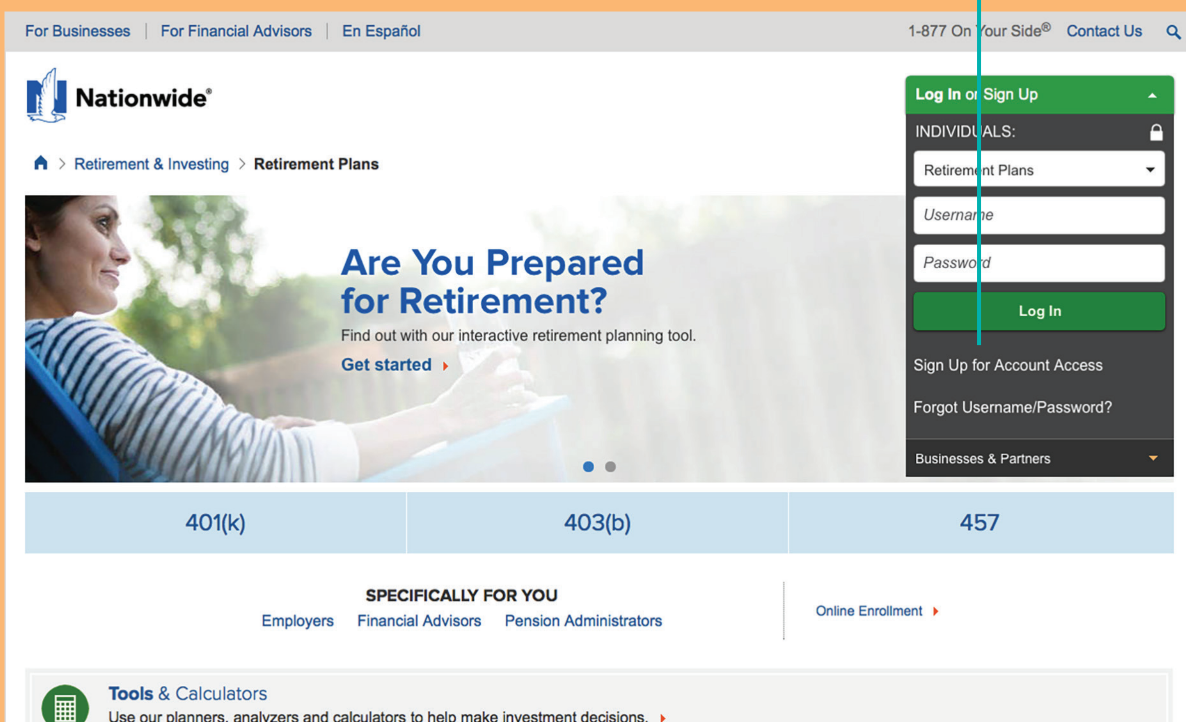
Use this step-by-step guide to set up online access to your new retirement plan account at nationwide.com/myretirement

Through this online access to your account, you can review your investment selections, manage your allocations and get important news about your plan.

If you're confused by all these terms, not to worry. There's plenty of time to learn it all. But first, let's set up your account!

STEPS:

1. Go to: nationwide.com/myretirement
2. Under the login boxes, select: Sign up

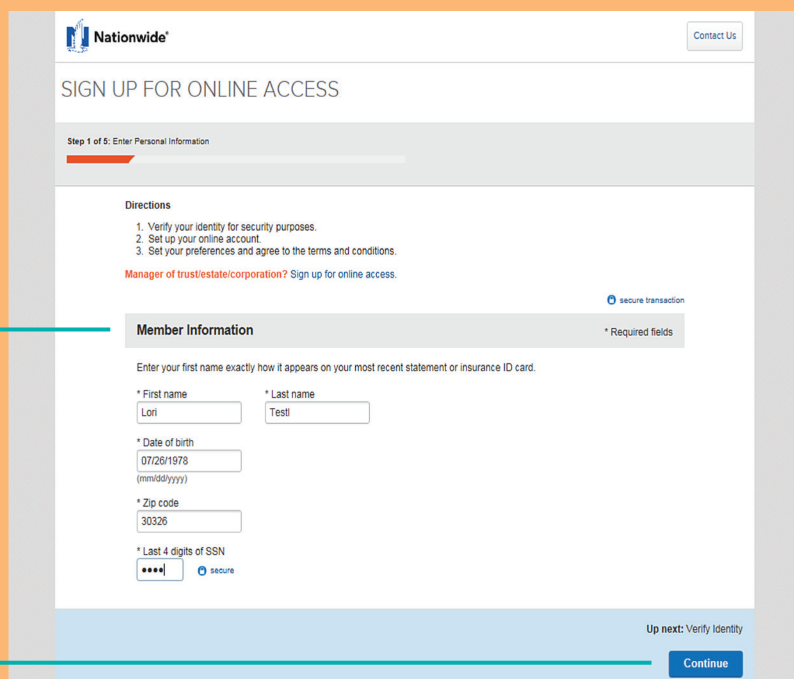


On the "Sign up for Online Access" screen, fill out your first name, last name, date of birth, Zip code and last four digits of your Social Security number.

We're committed to protect your identity. Please click next to **Continue**.

STEPS:

3 Verify your information

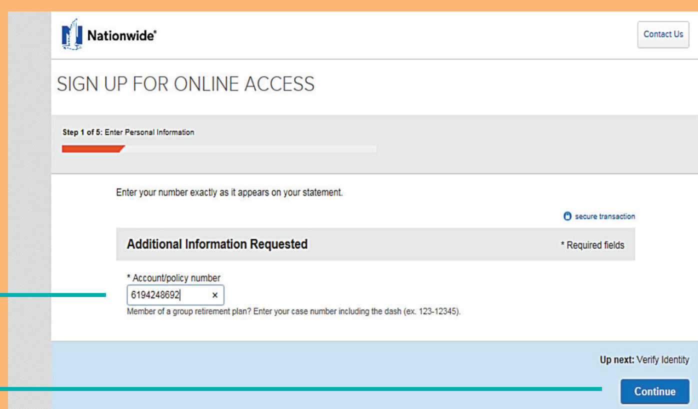


4 Click: Continue

Enter your account/policy number, and please click next to **Continue**.

STEPS:

5 **Enter:** account/policy number(s)
(You can find this number in your enrollment book)



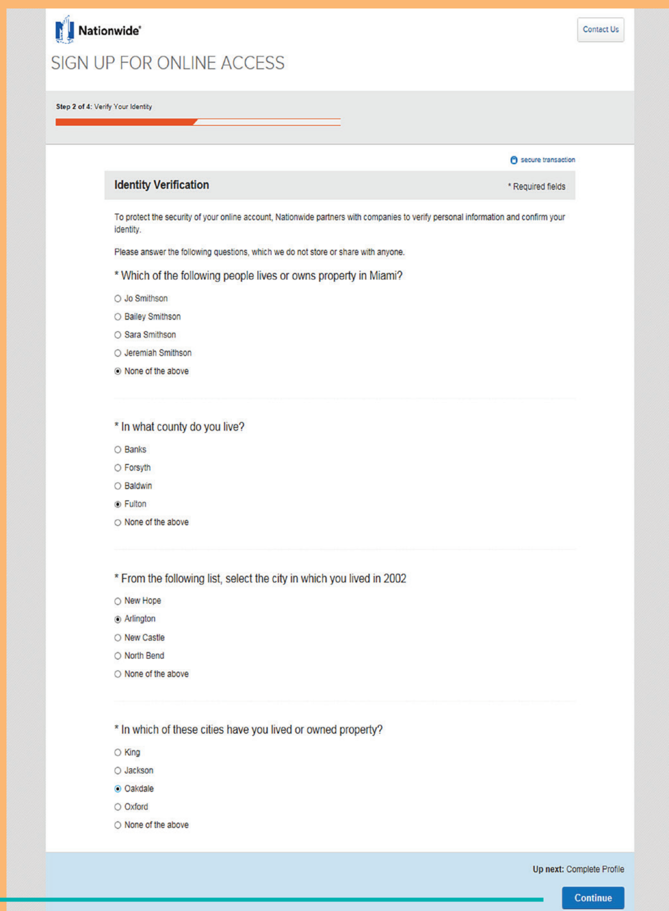
6 **Click:** Continue

HELPFUL TIP

Make sure you add the dash in your account/policy number. It should read XXX-XXXXX rather than XXXXXXXX

The questions on this page will be unique to you. Please answer them, then click **Continue**.

STEPS:



7 **Click:** Continue

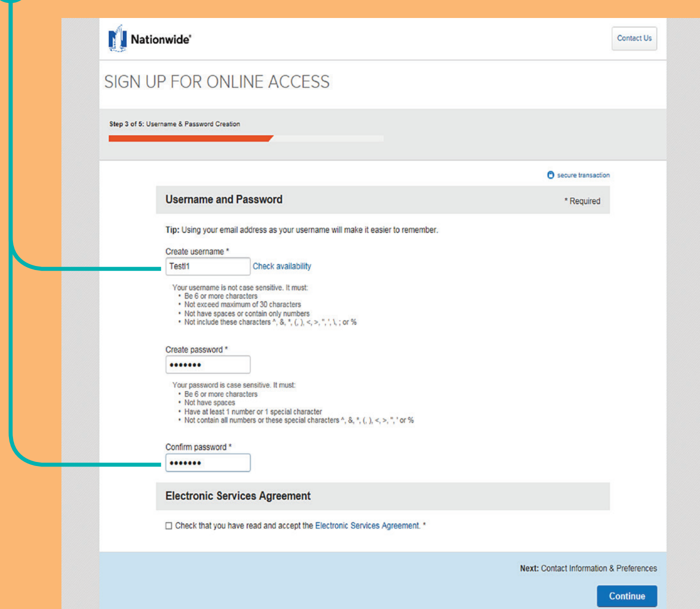
The next screen allows you to create your **username** and **password**.

Tip: Using your email address as your username will make it easier to remember.

Once you've created your own username and confirmed your password, please scroll down.

STEPS:

8 Create: username and password



On the next screen, verify your information and select your email preferences. Read and accept the Electronic Service Agreement.

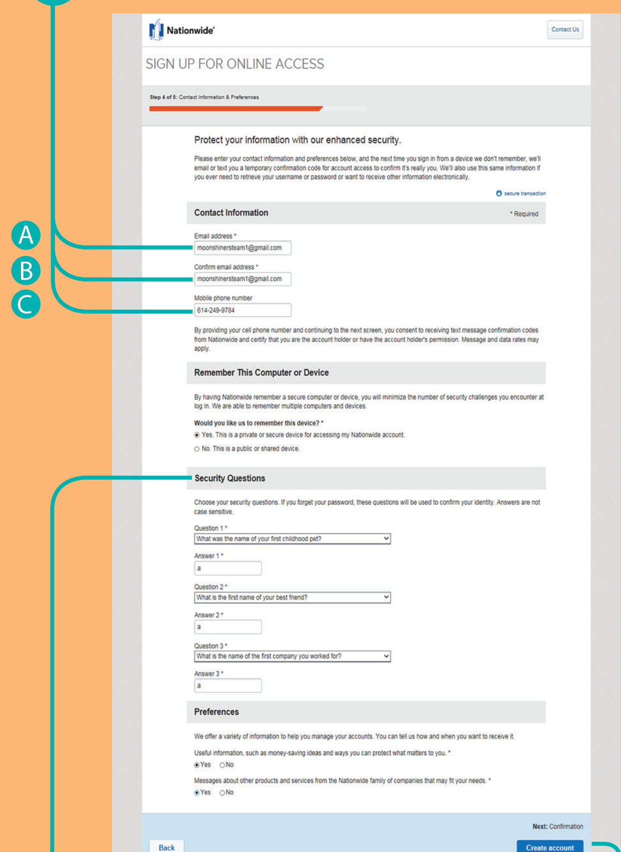
The same screen allows you to create your security questions. These are used if you forget your username and/or password and need to reset them online. You'll complete these steps.

- A Choose one question from the drop-down list of questions and answer it.
- B Choose one question from the next set of drop-down questions and answer it.
- C Choose one question from the final set of drop-down questions and answer it.

Please click **Create Account**.

STEPS:

9 **Create:** Contact Information

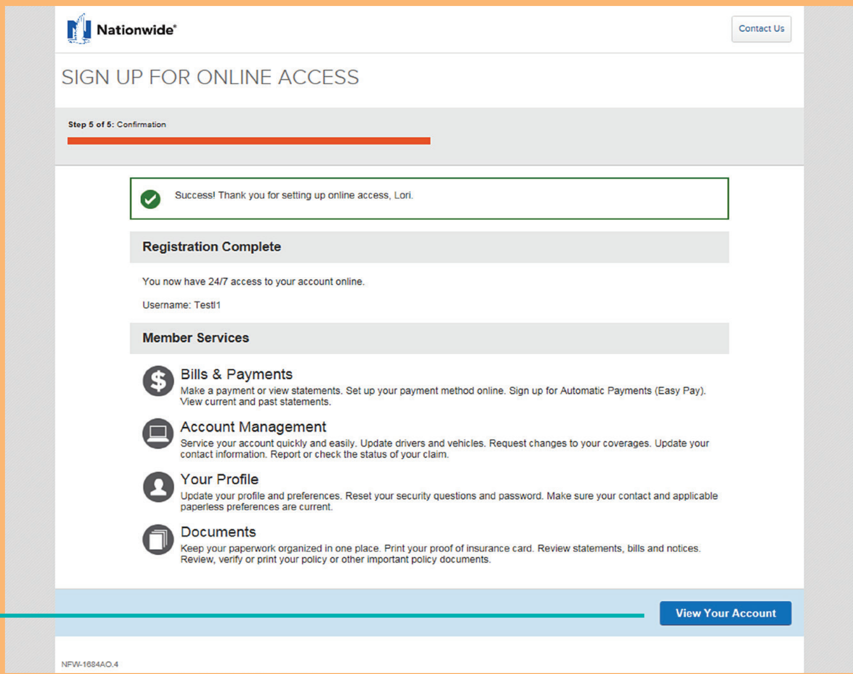


10 **Create:** Security Questions

11 **Click:** Create Account

STEPS:

12 **Registration is almost complete. When you receive your activation code, come back to Nationwide.com to log in to your account.**



Click: View Your Account

Congratulations!

You now have online access

Now that you have online access to your account, a world of possibilities is open to you.

You can use this site to:

- Check your balance and personal rate of return
- Reallocate your balance
- Get a summary of your retirement plan account balance

And much more!

Check it out today!

Have problems navigating the site?

Call us at 1-888-867-5175.

PNM-1075AO.9 (02/16)