

# Online Beneficiary Storage.

Naming a beneficiary for your Deferred Compensation Account could help make sure that upon your death, your assets are distributed to the individual(s) of your choice.



If you have difficulty entering the information, or have questions, please contact a Customer Service Associate at (800) 584-6001.

- Step 1** Log into your account at [voyaretirementplans.com](http://voyaretirementplans.com).
- Step 2** Under the **Personal Information** menu, go to **Beneficiary Information** and **Add/Edit Beneficiary**.
- Step 3** Confirm your **Marital Status**. Then click **Next**. Enter the requested information.  
Items marked with an asterisk (\*) are required. If married, to enter information online, your spouse must be your primary beneficiary. If married and you want someone other than you spouse as primary beneficiary, you must fill out a paper beneficiary form located in the **Forms** section.
- Step 4** Here you can **Add Beneficiary/Change Information/or Remove** old information.  
Note: If adding a new beneficiary you will need their Social Security number, Date of Birth, mailing address, and the percentage you would like them to receive. Once you make your changes click on **Submit**.
- Step 5** When you have entered all desired beneficiary/contingent beneficiary information, be sure to click **Save**.
- Step 6** You are now ready to submit your Beneficiary designation(s). When complete, you will see a confirmation screen with your beneficiary designation(s).

Did you know? Naming a loved one with special needs as a beneficiary could have an unintended impact on his or her eligibility for government benefits. Those with as little as \$2,000 in assets or income may be ineligible for key needs-based government benefits such as Supplemental Security Income (SSI). Learn more about beneficiary planning at [VoyaCares.com](http://VoyaCares.com).



**Not FDIC/NCUA/NCUSIF Insured | Not a Deposit of a Bank/Credit Union | May Lose Value | Not Bank/Credit Union Guaranteed | Not Insured by Any Federal Government Agency**

Insurance products issued by Voya Retirement Insurance and Annuity Company, One Orange Way, Windsor, CT 06095-4774. Securities are distributed by Voya Financial Partners LLC (member SIPC). All companies are members of the Voya® family of companies. Securities may also be through other broker-dealers with which Voya has selling agreements. Insurance obligations are the responsibility of each individual company. Product and services may not be available in all states.

163572 3023387.X.P-9 WLT 3023387.X.P-9 © 2019 Voya Services Company. All rights reserved. CN760499\_0421