

Registering for My ESOP Dashboard™

We are pleased to inform you that ESOP Partners' secure web portal, My ESOP Dashboard™, is now available to provide 24/7 online access to your ESOP account information, company and plan documents and reports, participant statements, and related forms. Your ESOP account information will include the following details, as of the most recently completed plan year end: Cash balance, share balance, account value, vested value and allocation activity.

How to Register for My ESOP Dashboard™

Please follow the steps below or see attached instructions to begin the registration process.

Step 1: Visit <http://www.MyESOPDashboard.com>

Step 2: Select the "Register" text link below the Login button

Step 3: Create/enter the required registration information:

- Username of your choice (cannot be an email address)
- Password of your choice (must be at least 12 characters long)
- First name listed on your participant statement
- Last name listed on your participant statement
- Last *four* digits of your social security number
- Email address of your choice
- Group ID: **39-1634391** (you must include the dash)

When registering, it is important to enter the information exactly as described above.

Note: Form fields are not case sensitive.

Step 4: Once all required fields are filled in, click the "Register" button to complete your registration. If the information entered is correct, you will then be taken to the Login page.

Step 5: To log in to My ESOP Dashboard™, enter your chosen Username and Password from Step 3.

Registration Issues

If you experience a problem with your registration, please first confirm you are using the correct credentials noted above. If you continue to experience issues, please go to the My ESOP Dashboard™ Registration Help Page at <http://www.esoppartners.com/my-esop-dashboard-registration-help> for more information.

We hope you find My ESOP Dashboard™ to be a valuable resource.

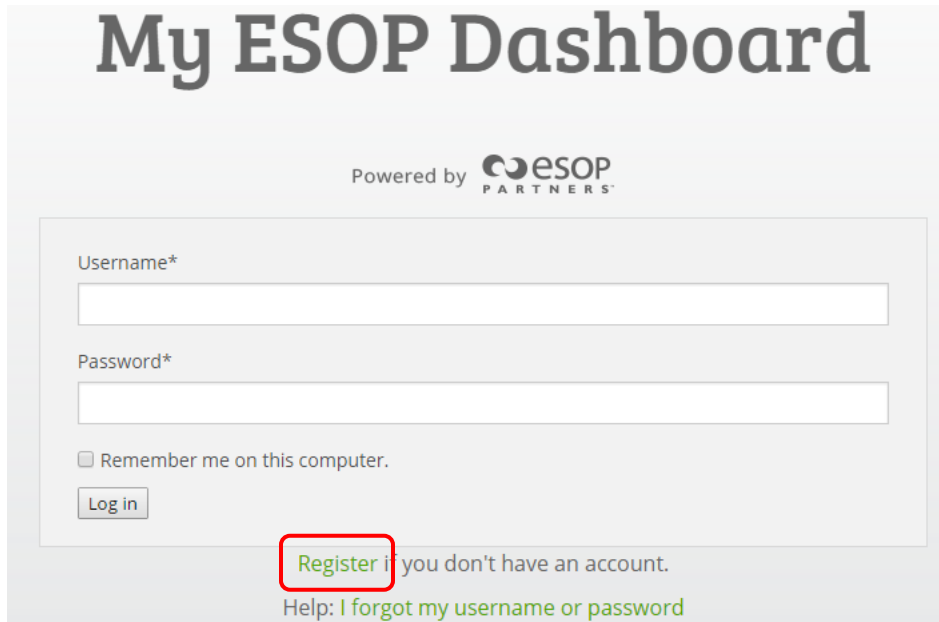
Sincerely,

ESOP Partners LLC

ESOP Partners LLC

How to Create Your My ESOP Dashboard™ Account

- 1.) Go to <https://www.myesopdashboard.com>
- 2.) Click on the **Register** link below the login.



- 3.) Enter the following required information on the **Register** form:

Username – Specify any user name you would like. It is best to enter something that is easy to remember. Be sure to also write down your username in a safe and secure place. Do NOT use an email address.

Password – Specify your password. It **MUST** be at least 12 characters long.

Confirm Password – Enter your password again to confirm.

First Name – Enter your first name **EXACTLY** as it appears on your participant statement.

Last Name – Enter your last name **EXACTLY** as it appears on your participant statement.

Identifier – Enter the last 4 digits of your social security number.


Email Address – Enter a valid email address.

Group ID – Enter the Group ID provided in the registration letter sent to you. Please include the dash and no spaces.

Register

Powered by 

Username*	Password*	Confirm password*
<input type="text"/>	<input type="password"/>	<input type="password"/>
First Name*	Last Name*	Identifier*
<input type="text"/>	<input type="text"/>	<input type="text"/>
Email Address*		
<input type="text"/>		
Group ID*		
<input type="text"/>		
<input type="button" value="Register"/>		

 Confirm that you are using the correct credentials when creating the login. First Name, Last Name, Identifier, and Group ID must be entered EXACTLY* as it was communicated to you by your administrator.

* Note: Text is NOT case sensitive.

[Back to login](#) [How do I register?...](#)

- 4.) Click on the **Register** button. If the information entered is correct, then the login page will be displayed. Enter your Username and Password to log in.

My ESOP Dashboard

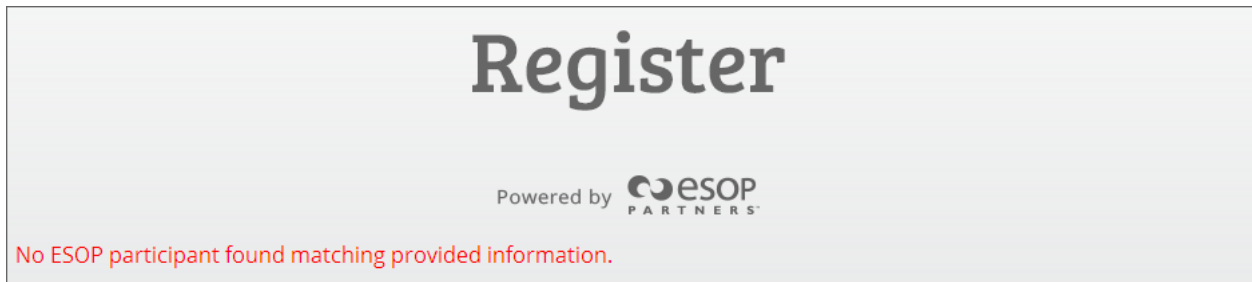
Powered by 

Username*
<input type="text"/>
Password*
<input type="password"/>
<input type="checkbox"/> Remember me on this computer.
<input type="button" value="Log in"/>

[Register](#) if you don't have an account.

[Help: I forgot my username or password](#)

- 5.) If the information you entered is incorrect, the following message will appear. Make sure your **First Name, Last Name** and **Last Four Identifier** are correct.



IMPORTANT! The **First Name** and **Last Name** MUST match EXACTLY as they appear on your participant statement.

Once you log in, you will see the Terms & Conditions page. You will not be able to accept the terms and conditions until you read the whole thing.

*If you experience issues with your registration, please go to the My ESOP Dashboard™ Registration Help Page, at <http://www.esoppartners.com/my-esop-dashboard-registration-help> for more information.

If you are still experiencing issues, you can email our IT support team at dashboardsupport@esoppartners.com and a member of our team will respond within one business day of your submission. In the email, please provide the following information:

- Full Name
- Preferred contact phone number
- Best time of day to reach you
- Email address
- Brief description of the issue you are experiencing