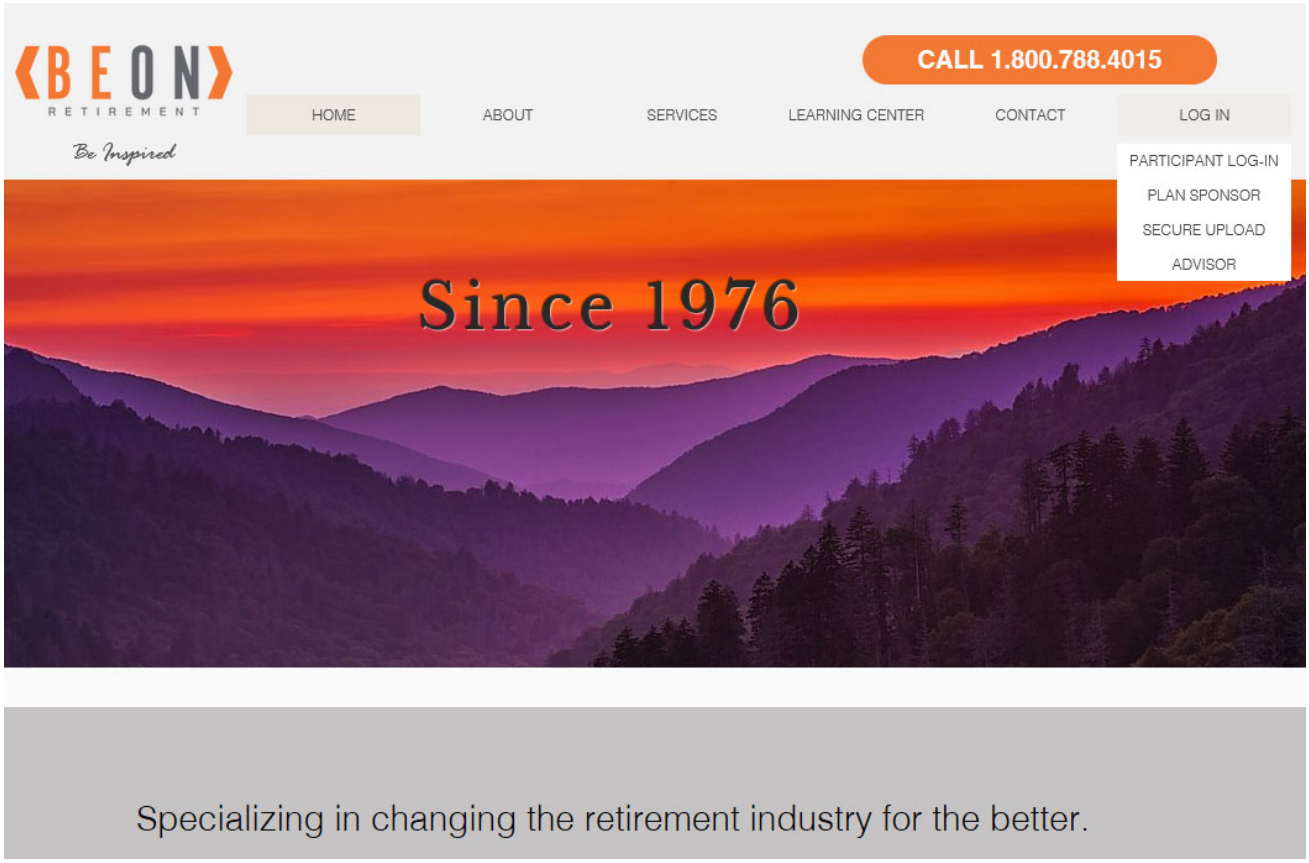
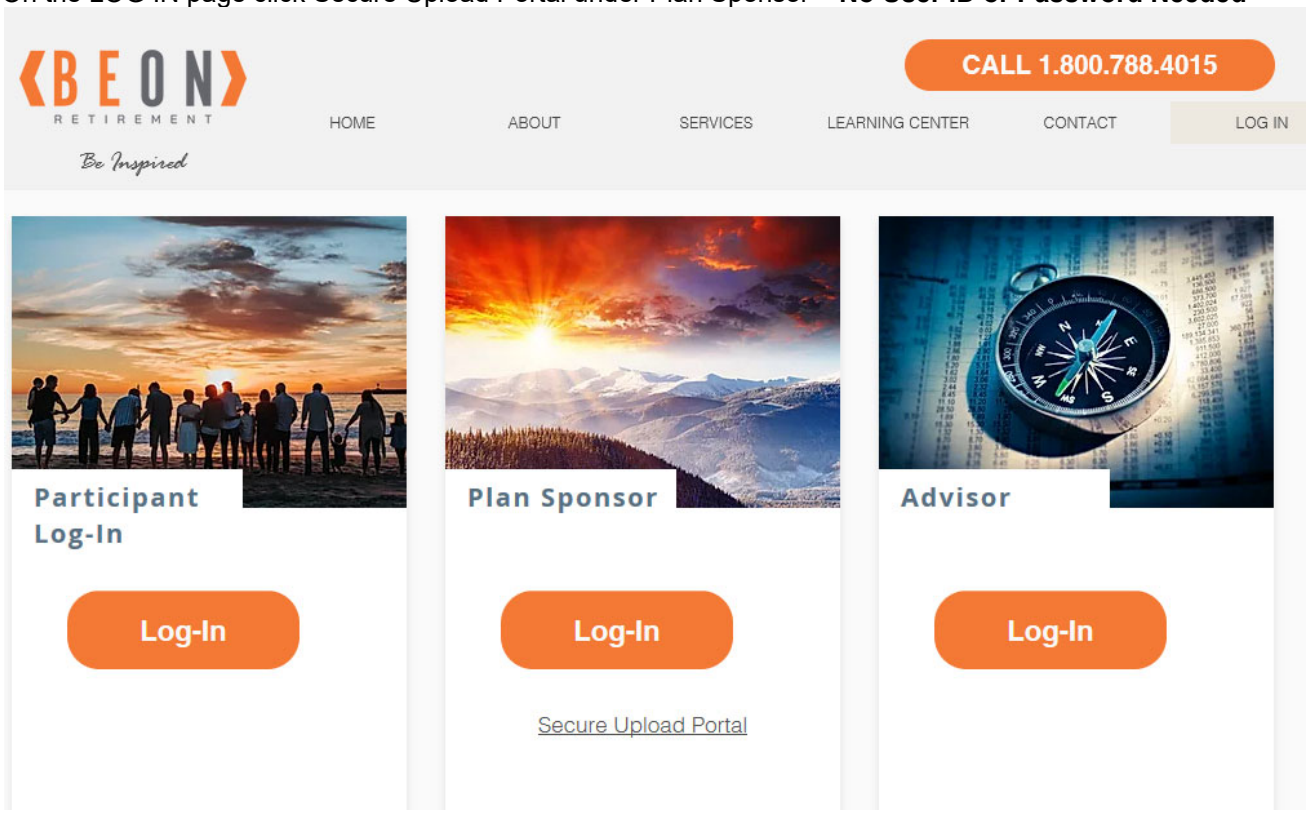
BEON Retirement Secure Upload Portal

Open your Internet Browser and Navigate to www.BEONRetirement.com

Go to the LOG IN menu and Click SECURE UPLOAD



OR On the LOG IN page click Secure Upload Portal under Plan Sponsor – **No User ID or Password Needed**



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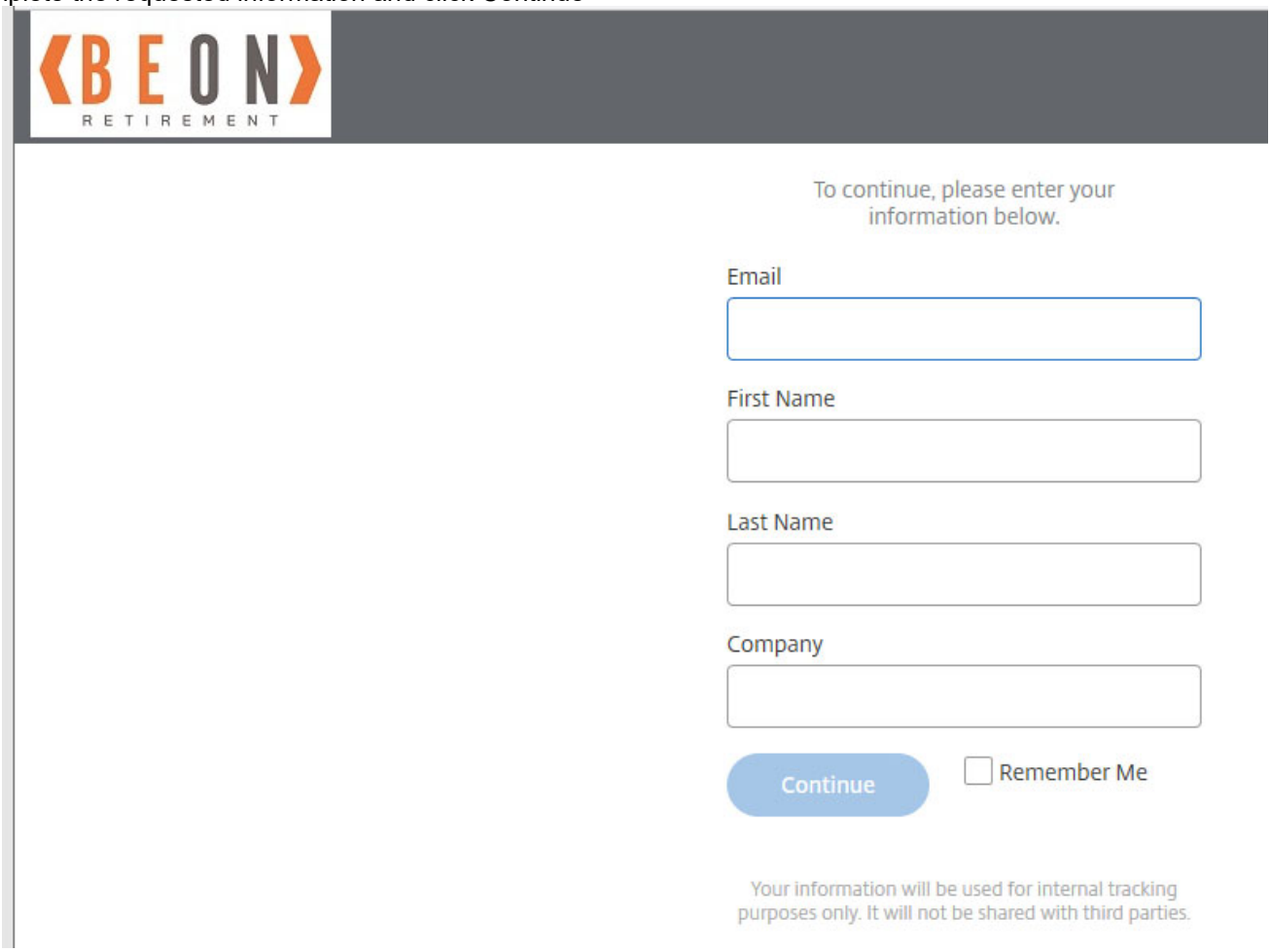
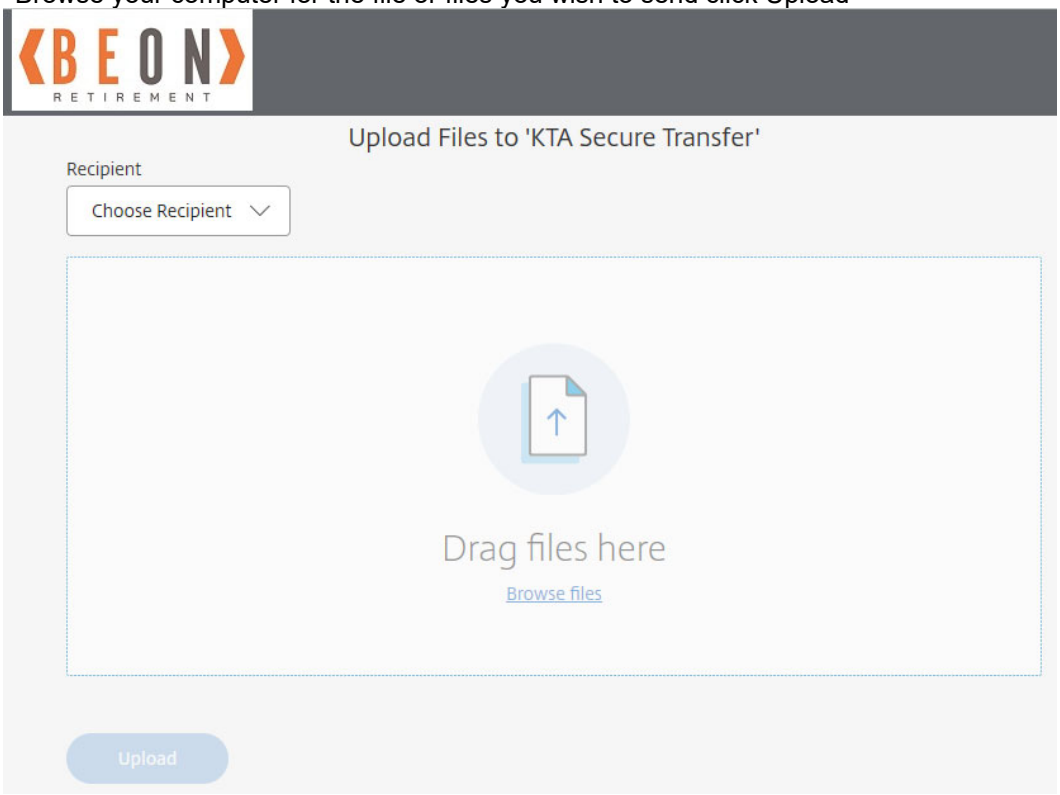
Complete the requested information and click Continue



Choose the Recipient = Customer Service
Choose Files = Browse your computer for the file or files you wish to send click Upload



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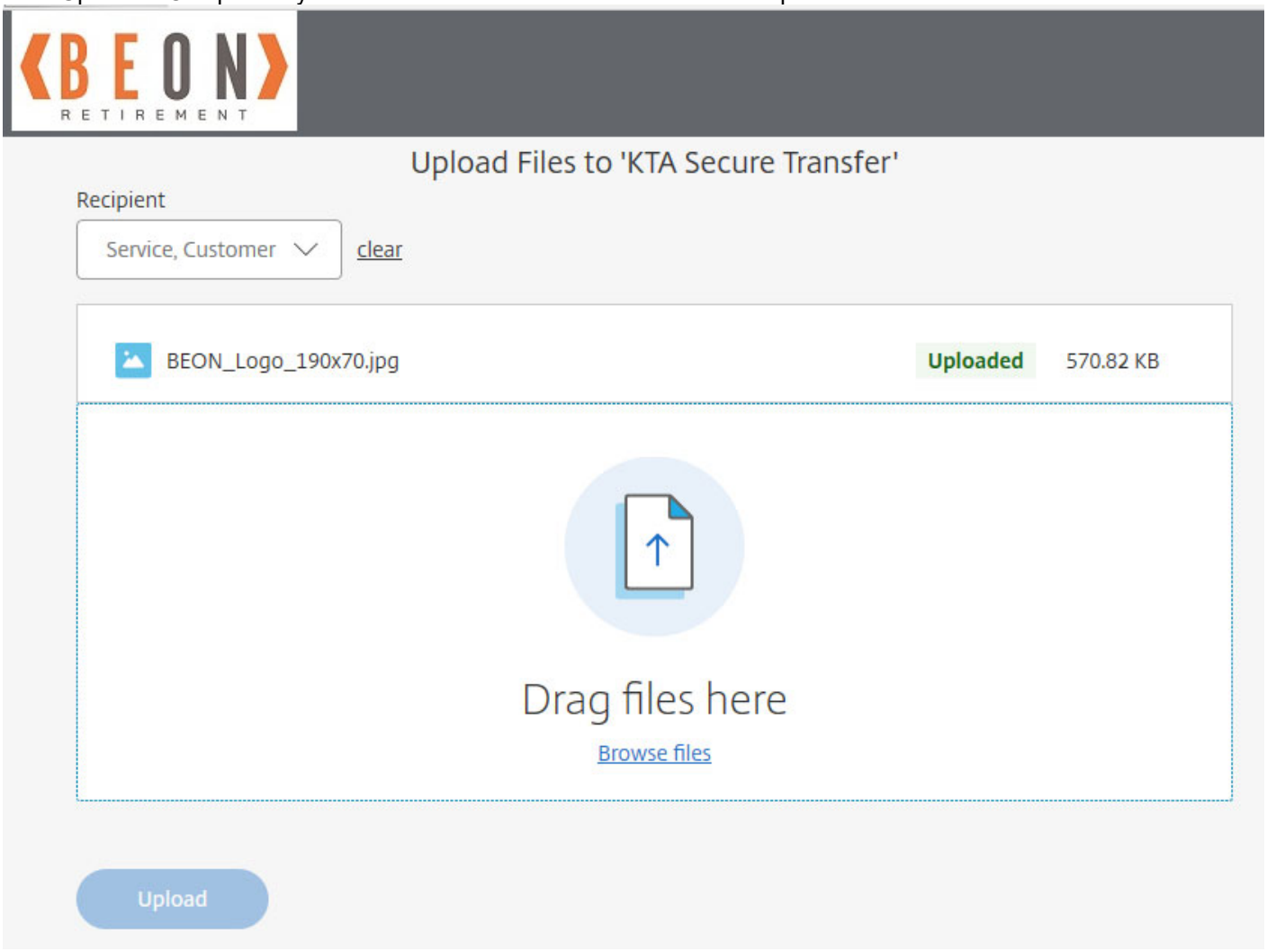
Your Upload is Complete – you will receive an email confirmation of the upload