

How to set up your account on Fidelity NetBenefits®

Use these instructions to help you set up your workplace savings account on NetBenefits.®

New User Registration

Verify your identity:

- 1 Enter the last 4 digits of your Social Security number
- 2 Enter your first name, last name, and date of birth
- 3 Click the Next button

New User Registration

Your username can be your Social Security number, but to better protect your account, we strongly recommend that you create a unique username.

- 4 Username Standards
 - Use 6 to 15 letters and/or numbers
 - If your username is between 9 and 11 characters in length, it must contain at least two letters
 - Do not use one entire piece of personally identifiable information such as your Social Security number, telephone number, or date of birth. Instead, alter or disguise it (e.g., Jane212Smith)
 - Do not use 5 or more instances of a single number or letter, or easily recognized sequences (e.g., 12345 or 11111)
 - Do not use symbols, punctuation marks, or spaces (e.g., #, @, /, *, -)

Password

Your password protects your account from unauthorized users.

- 5 Password Standards
 - Use 6 to 12 letters and/or numbers
 - Do not use one entire piece of personally identifiable information such as your Social Security number, telephone number, or date of birth. Instead, alter or disguise it (e.g., Jane212Smith)
 - Do not use 5 or more instances of a single number or letter, or easily recognized sequences (e.g., 12345 or 11111)
 - Do not use symbols, punctuation marks, or spaces (e.g., #, @, /, *, -)

The screenshot shows the 'Register Now' page on Fidelity NetBenefits. The 'Verify Your Identity' section is active, with a 'Next' button highlighted. A green circle with the number '1' is placed over the 'Last 4 Digits of Your SSN' field, a green circle with '2' is over the 'First Name' and 'Last Name' fields, and a green circle with '3' is over the 'Next' button. The form contains the following information: Last 4 Digits of Your SSN: 1290; First Name: Maria; Last Name: Lopez; Date of Birth: January 29, 1954. There is a 'Cancel' button at the bottom left.

The screenshot shows the 'Register Now' page on Fidelity.com. The 'Create a New Username' section is active, with a 'Check Availability' button highlighted. A green circle with the number '4' is placed over the 'Enter New Username' field. The form contains the following information: Enter New Username: 665X3MY22. To the right, there are 'Username Standards' listed: Use 6 to 15 letters and/or numbers; If your username is between 9 and 11 characters in length, it must contain at least two letters; Do not use one entire piece of personally identifiable information such as your Social Security number, telephone number, or date of birth. Instead, alter or disguise it (e.g., Jane212Smith); Do not use more than 5 instances of a single number or letter, or easily recognized sequences (e.g., 12345 or 11111); Do not use symbols, punctuation marks, or spaces (e.g., #, @, /, *, -); Examples: ASlater90201, 21555laterA, 212later90210.

The screenshot shows the 'Create Your New Password' page on Fidelity.com. The 'Create Your New Password' section is active, with a 'Re-type New Password' field highlighted. A green circle with the number '5' is placed over the 'Re-type New Password' field. The form contains the following information: Password: [masked]; Re-type New Password: [masked]. To the right, there are 'Password Standards' listed: Use 6 to 12 letters and/or numbers; Do not use one entire piece of personally identifiable information such as your Social Security number, telephone number, or date of birth. Instead, alter or disguise it (e.g., Jane212Smith); Do not use more than 5 instances of a single number or letter, or easily recognized sequences (e.g., 12345 or 11111); Do not use symbols, punctuation marks, or spaces (e.g., #, @, /, *, -).

For illustrative purposes only.

Create a Security Question

6 Security Answer Standards

- Answers must be between 3 and 31 characters
- Select a question that you can easily answer
- Answers are not case sensitive
- Do not use symbols, punctuation marks, or spaces (e.g., #, @, /, *, -)

Provide Your Phone Number and E-mail Address

7 Fidelity uses the contact information you provide to send you important communications about your benefits, as well as timely service-related and legal notifications, including messages about education and new service offerings.

Please be assured that this information is used only to communicate with you regarding your benefits with Fidelity and will not be shared with any other parties. Fidelity Investments has always been committed to maintaining the confidentiality, integrity, and security of personal information entrusted to us by current and prospective customers.

8 Click Submit

Create Your Security Question
All fields are required.
Question: What is the name of your best friend in high school?
Answer: Joan
Please Provide Us With Your Phone Number
Phone: 508 - 555 - 5555
Please Provide Us With Your E-mail
E-Mail Address: mlopez@yahoo.com
Verify E-Mail Address: mlopez@yahoo.com
Submit

New User Registration Confirmation

9 You have successfully registered

If you have other accounts you access via Fidelity.com, NetBenefits, or eWorkplace, your new log in information applies to these accounts, as well as to accessing your account by phone.

Begin using NetBenefits

10 Log in with your new account username and password.

- Enroll in your plan
- Check your account balances
- Change how much you set aside to save from your paycheck
- Make changes to your investments
- Use tools to help you plan for your retirement

Register Now
You have successfully registered
Your new Username is: 665X3MY22
Phone equivalent: 5085555555
Log in
Need account access by phone?
Note: If you use finance software such as Quicken®, Mint®, Microsoft Money®, or other third party software... You must manually update the application with your new log in information to download Fidelity account data.

Log In
New User?
Register Now
Need Help Logging In?
Having trouble with your username or password?
Frequently Asked Questions
Security Notice
Log in to NetBenefits® Worldwide

For illustrative purposes only.

Need Help Setting Up Your Account?
Call your Plan's toll-free number.

Turn here®

