PLATORM REGISTRATION & ACCOUNT ENROLLMENT

ESTABLISHING YOUR PROFILE

STEP 1) Go to www.tsacg.com

From the home page of TSA Consulting Group's website click on the **ART Login** link located in the center right of the page. Please note if you have already registered for online access to the ART system you may login with your current user credentials and skip to STEP 2.

STEP 2) Register Online

Enter your Social Security Number (with NO Dashes) as the USER ID and click **LOGIN**. On the next screen you will be prompted to enter a password. Enter your birthdate MMDDYYYY (with NO slashes) as your default password and click **SUBMIT**. You will be directed to a registration page. Please follow the instructions and complete the information on the registration page.

PLEASE REMEMBER *to write down your personalized user Name and Password.*

STEP 3) Complete Enrollment

After completing your online registration you will be prompted to select the Plan Type 403(b) which will bring you to the GET STARTED page. The following instructions will guide you through enrolling in the FundPortal 403(b)(7) investment product.

1) Select "**I'd like to learn more about my Plan's investment choices**."

Getting Started

The Investment Provider Xchange (IPX)™ platform was designed to make it easy for you to manage your retirement account. Through the platform you can learn about the investment options available to you, let your employer know how much you want to save from each paycheck, and elect or change the way that you would like your savings to be invested. IPX also provides a directory of authorized agents or financial advisors for your plan and an easy way to contact them. What would you like to do?

- **I'd like to learn more about my plan's available investment choices.**
- **I'd like assistance from an agent or financial advisor.**
- **I'm ready to invest now through regular salary deductions.**
- **I'm ready to invest now from transfer, exchange or rollover.**
- **I just want to review information about my account, including balances.**

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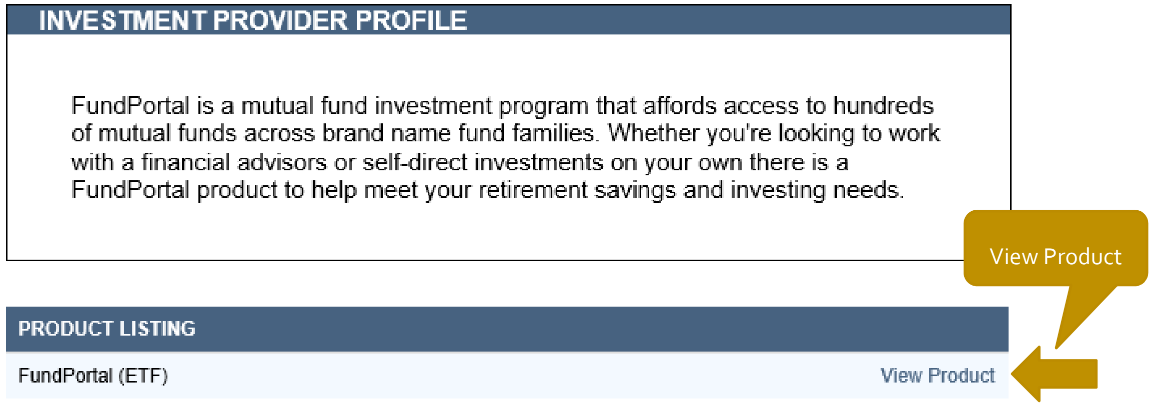
2) From the list of Investment Providers, select "**View Profile for FundPortal Investments"**

INVESTMENT PROVIDER NAME	NUMBER OF PRODUCTS	VIEW PROVIDER PROFILE
American Century Services, LLC	1	View Profile
ASPire Financial Services	1	View Profile
AXA Equitable Life Insurance Company	1	View Profile
Fidelity	1	View Profile
Fund Portal	1	View Profile
Great American-Annuity Investors Life	1	View Profile
Metropolitan Life Insurance Company	1	View Profile
Midland National Life	1	View Profile
Modern Woodmen of America	1	View Profile
National Life Group	1	View Profile
New York Life Insurance & Annuity Corp.	1	View Profile
PlanMember Services	1	View Profile
ReliaStar Life Insurance Co	1	View Profile
VALIC	1	View Profile
Vanguard Investments	1	View Profile

View Profile

3) From the FundPortal ETF Investment page select "**View Product**"



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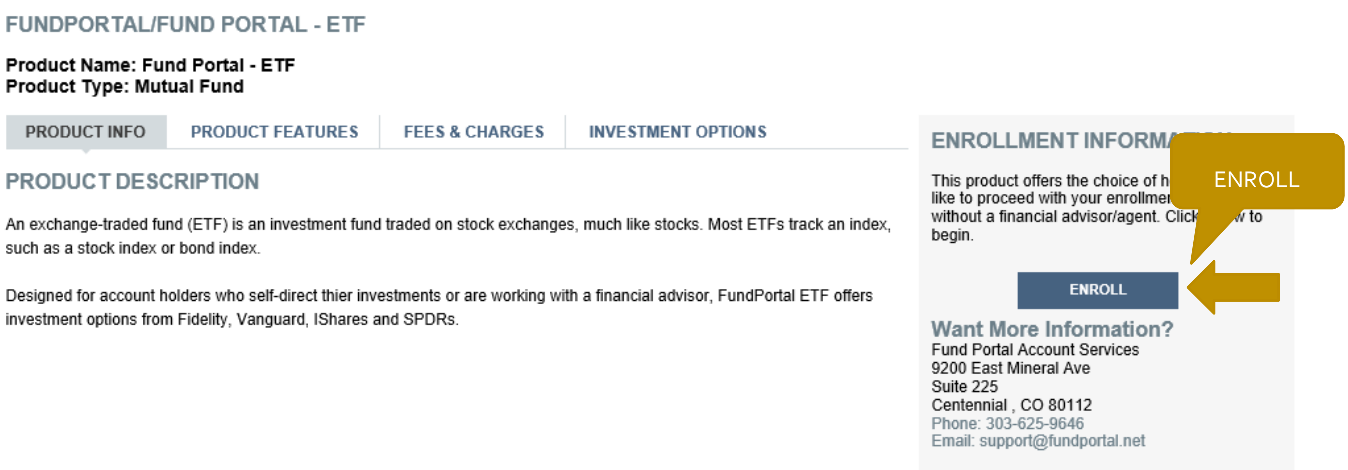
4) From the Product Profile page you can review product information clicking on the tabs - (PRODUCT INFO | PRODUCT FEATURES | FEES & CHARGES | INVESTMENT OPTIONS)

To open a FundPortal Investment Account online click the **ENROLL** icon



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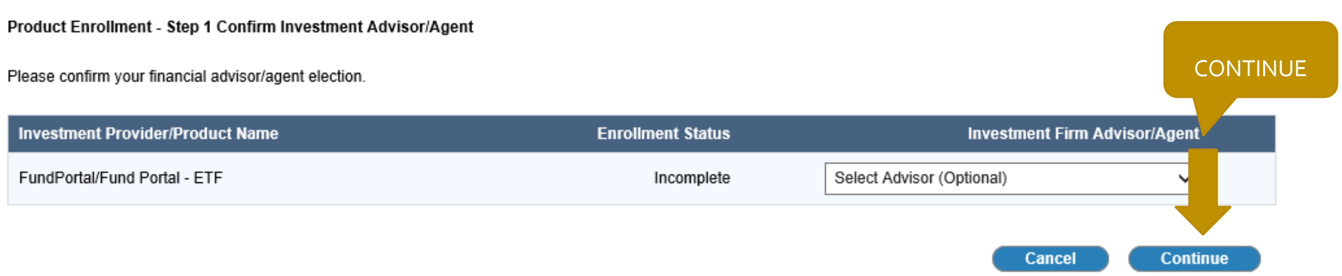
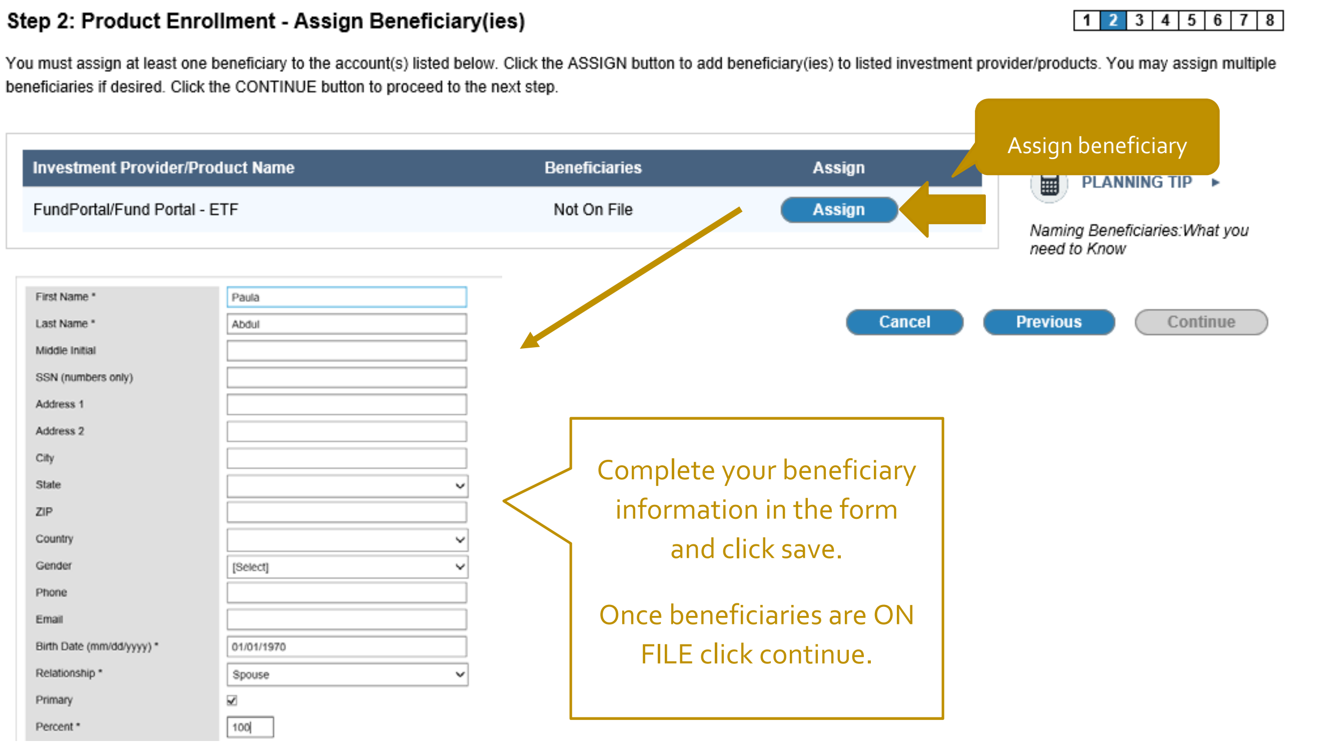
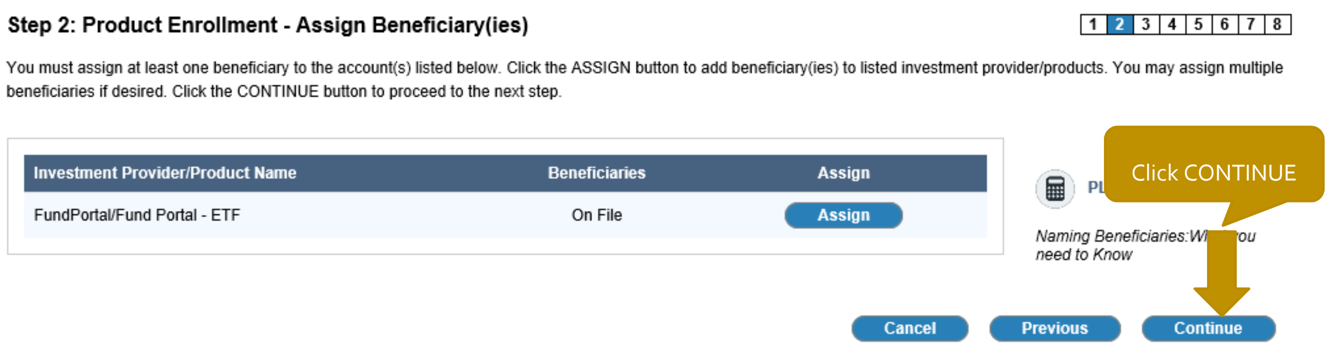
5) Select **CONTINUE** to begin the Product Enrollment.



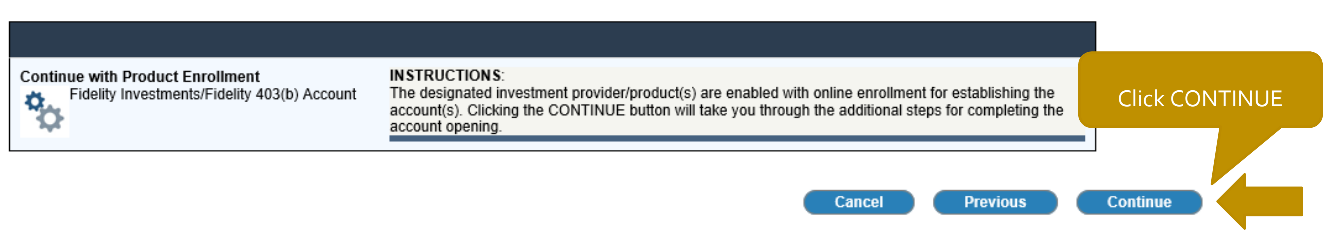
Note: If you are working with a financial advisor and wish to have them appointed to your account please contact customer service at (844) 788-3474, M - F, 9:30 am - 6:30 pm EST

6) Click **ASSIGN** to add beneficiaries

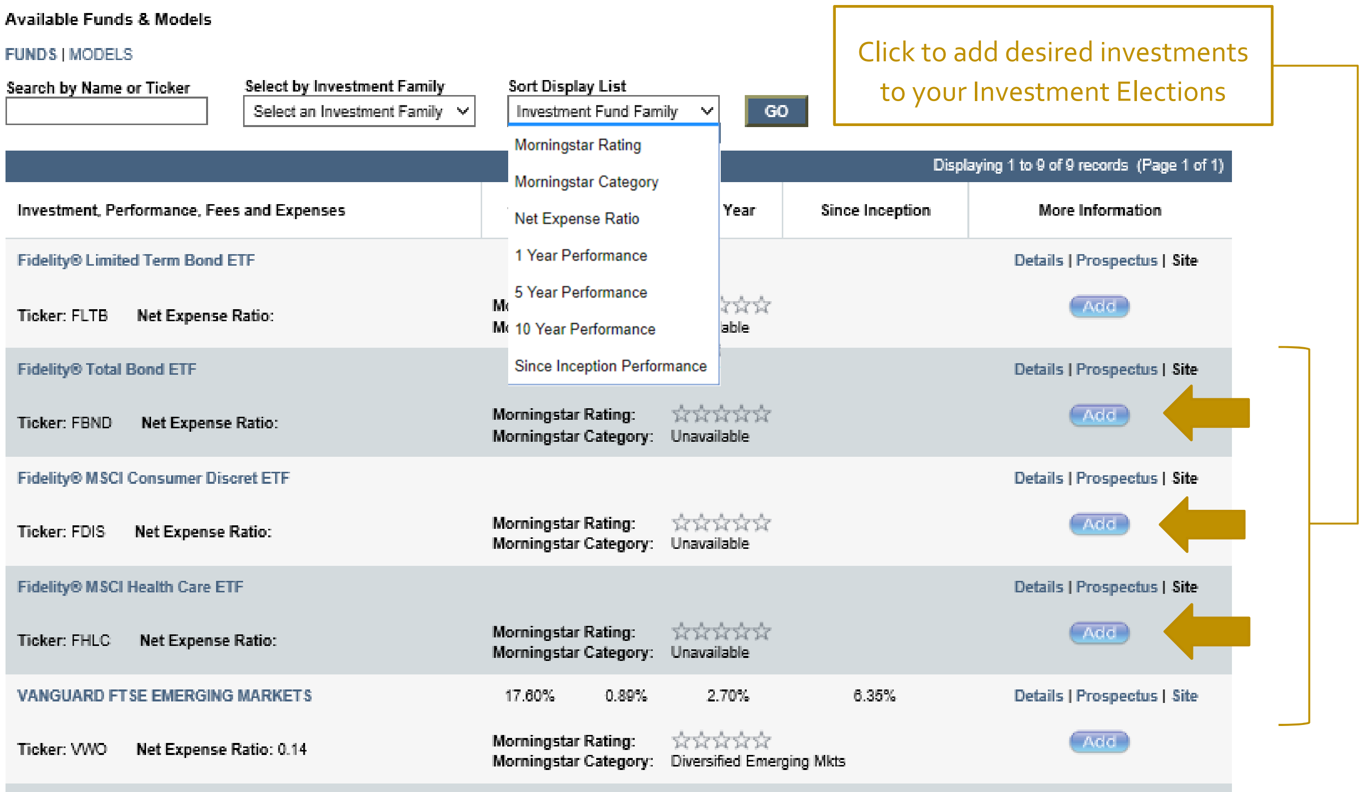




7) Select **CONTINUE** to make your Investment Elections.



Comprehensive fund information including performance and expense data, along with a search feature is available for you to research investment options. Click the "**ADD**" icon of a fund profile you want to invest in – this will add the fund to your Investment Elections Queue.



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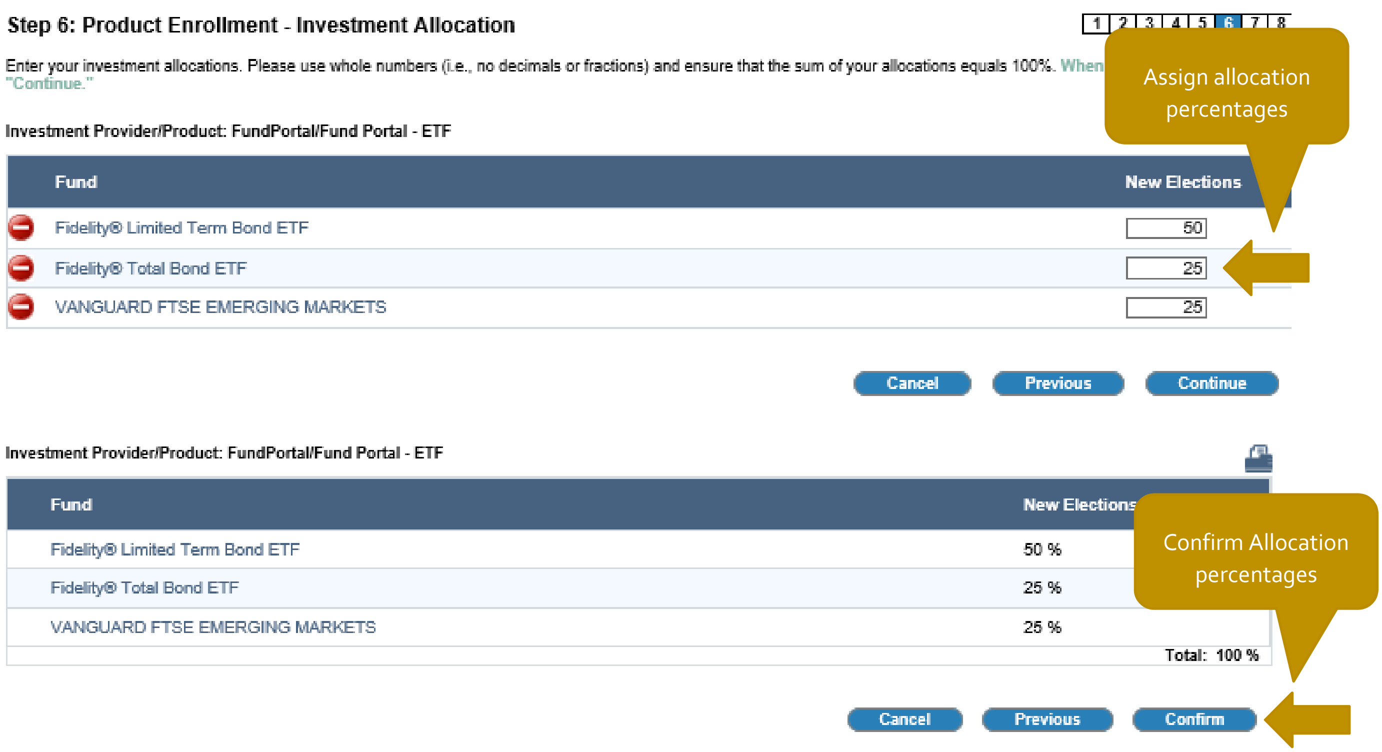
8) Assign percentage allocation to your selected funds and click "**CONTINUE**".



9) Review & Confirm ALL enrollment data

Step 7: Product Enrollment - Confirmation

1 2 3 4 5 6 7 8

Click the "Confirm" button to review and confirm the information you have provided to us.

Investment Provider/Product Name	Status	Confirm
FundPortal/Fund Portal - ETF	Not On File	Confirm

Previous Continue

Participant: Tim McGraw

FundPortal/Fund Portal - ETF

Allocations: FundPortal/Fund Portal - ETF

Fund	Percentage
Fidelity® Limited Term Bond ETF	50.00
Fidelity® Total Bond ETF	25.00
VANGUARD FTSE EMERGING MARKETS	25.00

Update Allocations

Beneficiaries: FundPortal/Fund Portal - ETF

Beneficiary

Name:	v, r		
Address:			
Gender:		Birth Date:	1/1/2001
Phone Number:		Email:	
SSN:	XXX-XX-0000	Relationship:	Other
Type:	Primary	Percentage:	100.00
		Source:	SYSDEF

Update Beneficiaries

CLICK CONFIRM

Confirm

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10) E-Sign for your account.

OVERVIEW PROFILE INVESTING SERVICES PLANNING

Step 8: Product Enrollment - Sign Your Agreement

1 2 3 4 5 6 7 8

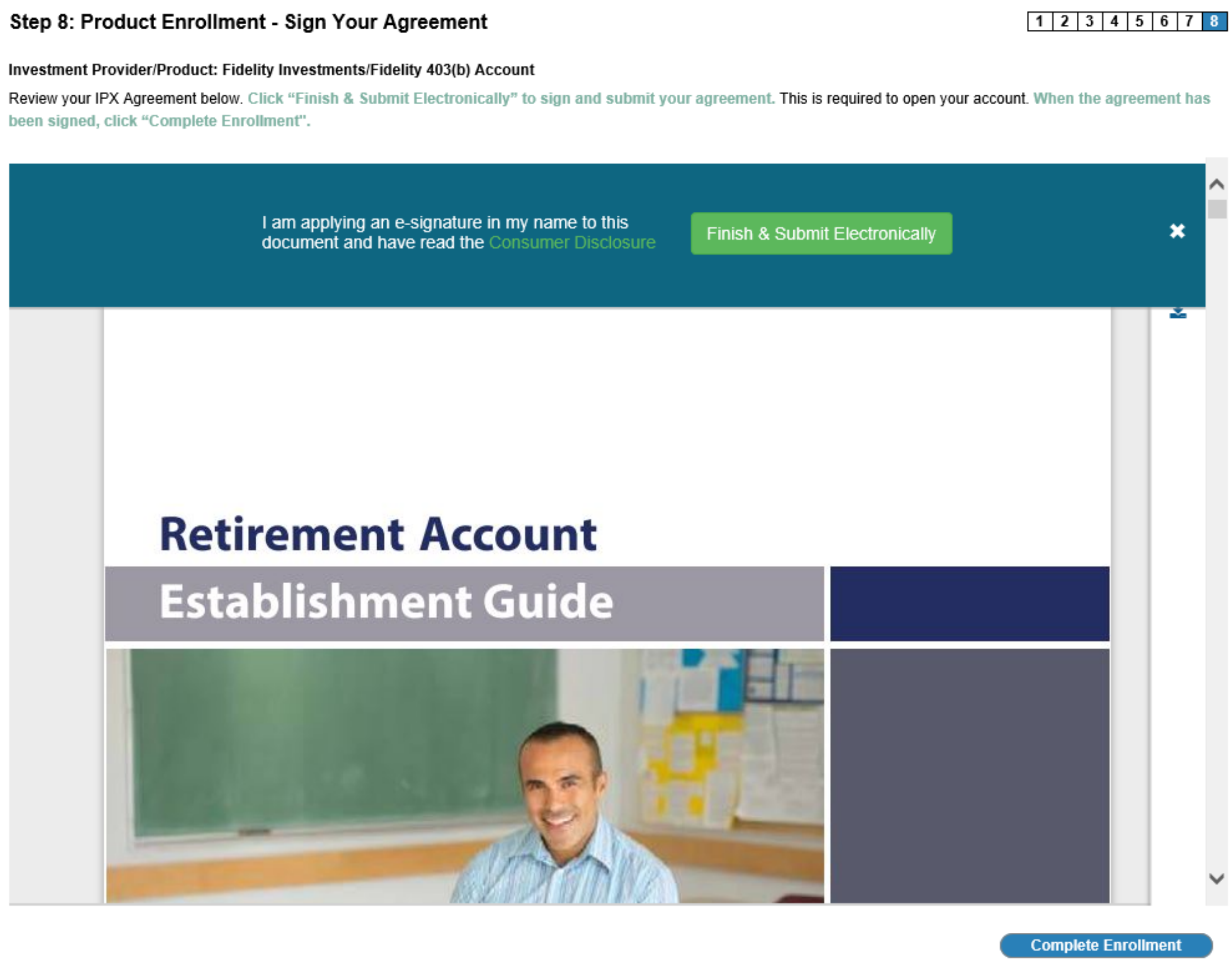
CLICK SIGN

Click the "Sign" button to sign your agreement.

Investment Provider/Product Name	Status	Sign
FundPortal/Fund Portal - ETF	Not On File	Sign

Continue

Review account forms and click **"FINISH & SUBMIT ELECTRONICALLY"**.



Congratulations, your enrollment is completed!

A copy of the Enrollment Package will be stored in your Private Document Vault within your online account for reference.

If you have any questions please contact customer service at (844) 788-3474, M - F, 9:30 am - 6:30 pm EST