BENEFIT PAYMENT PARTICIPANT WEB PASSPORT®

Immediate and secure access to your benefit payment information

Northern Trust is pleased to welcome you to Benefit Payment Participant Web Passport®. This secure portlet provides immediate and secure access to your benefit payment information 24 hours a day, 7 days a week.

BENEFITS INCLUDE:

- **Real-Time** account information as well as historical tax statements

- **Instant** on-the-spot payment status (paid vs. outstanding)

- **Access** to payment history, images of paid checks, and the ability to stop payment instructions

- **Ability** to update Address, Tax, Electronic Deposit Information and request duplicate tax forms
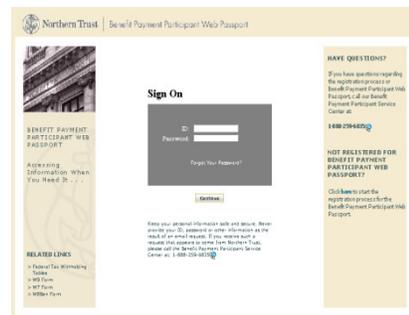
ENROLL TODAY:

Enroll today to begin using Northern Trust Benefit Payment Participant Web Passport®.
- Visit **northerntrust.com/bppweb**
- Follow prompt to register (you will see the link to register on the bottom right-hand of the screen)
- To complete the secure enrollment process, you will be asked to provide key data elements to create a unique user identification and password.

FOR MORE INFORMATION:

Please continue to contact the Benefit Payment Participant Service Center for general inquiries concerning your payment information at **866-252-5395**.

For assistance specifically related to enrollment or password resets please contact **888-259-6835.**

SYSTEM REQUIREMENTS FOR BENEFIT PAYMENT PARTICIPANT WEB PASSPORT

Operating System/ Web Browser

- IE11 32bit/64bit Windows 7 and 10 (Base Browser)
- Chrome Windows 7 and 10
- Firefox Windows 7 and 10
- Microsoft Edge Windows 10
- Safari 12 (Mac)
- Safari iOS12 (iPad)

Web Browser Setting
- Secure Sockets Layer must be enabled.

Connectivity
Broadband Internet connection with a minimum speed of 1.0 mbps is required with 2.0 mbps recommended.

Desktop Requirements
- Intel® Pentium® processor (or equivalent)
- 1GB RAM is required
- Minimum display resolution of 1280 x 1024 by 32-bit color

Software Requirements
- Adobe Acrobat® Reader 5.0 or greater

Encryption
- Application users initiating add/change transactions need browsers with 128-bit encryption. All others
  must use a minimum of 40-bit encryption.
- Non-U.S. users must adopt the maximum encryption allowable (128-bit vs. 40-bit) for their country of origin.

Plug-In/Operating System Add on
- Passport requires Adobe® Acrobat® Reader 5.0 or greater. This plug-in can be downloaded free of charge from http://www.adobe.com.

*If content presentation or application functionality issues arise, resources to address those issues are assigned only as available.

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