

## Don't forget to designate a beneficiary!

This ensures that your insurance policy will be paid according to individuals or a trust of your own choosing.

## How to review and/or update your life insurance beneficiaries on the bswift site:

- 1. Log into the <u>bswift portal</u>, using your username and password
  - o If you're a first-time user, click the First Time User link to create a user ID and password
- 2. Go to My Profile on the menu tab, and click on Beneficiaries
- 3. Review your life insurance beneficiaries, and make any necessary updates
- 4. Important: Click Save to update your choices