



## IMPORTANT INFORMATION ABOUT YOUR QUARTERLY RETIREMENT STATEMENTS

### WHAT

- Since your quarterly retirement statements are available online at [alerusrb.com](http://alerusrb.com), we will discontinue sending paper statements in the near future.
- If we have your email address, we will send email notification when each quarterly statement is available, with instructions on how to log in at [alerusrb.com](http://alerusrb.com) to retrieve it.

### WHEN

- This change will begin with the June 30, 2020 quarterly retirement statement process and continue thereafter.

### WHY

There are many reasons to discontinue issuance of paper statements, in particular:

- **Efficient.** In these uncertain times, a change to electronic delivery is prudent in an effort to eliminate reliance on middlemen such as the post office.
- **Fast.** Statements are available online several days before you would typically receive postal mail. If we have your email address, we'll send you an email to let you know when your statement is ready.
- **Secure.** Accessing statements online is more secure than receiving statements in your mailbox.
- **Convenient.** You can access your statements from anywhere and at any time.

### ACTION ITEM

If you haven't already, please give us your email address. It's easy, just follow these steps.

#### First time logging in?

- Go to [alerusrb.com](http://alerusrb.com) and click **LOGIN**.
- Click **Sign Up** or **Create Account**. You will need your social security number, date of birth, and email address. You will also need your hire date or retirement plan six-digit number.
- Click **Accept** when presented with the electronic consent form and terms and conditions.
- Select a phone number and your preferred method of authentication (text or call). Click **Submit**.
- Enter the six-digit code sent via text or call and click **Submit**.

#### Returning user?

- Go to [alerusrb.com](http://alerusrb.com) and click **LOGIN**. Enter your **Username** and **Password**. Click **Sign In**.
- From the MY ALERUS dashboard, select your plan under **Accounts** and click any of the **Quick Links**.
- Click **Edit My Profile** next to your name at the top of the page, then in **Profile** on the **My Information** tab, click **Edit** to enter your email, then click **Save**.

Need help logging in? Call us at 800.433.1685, we're here to help!