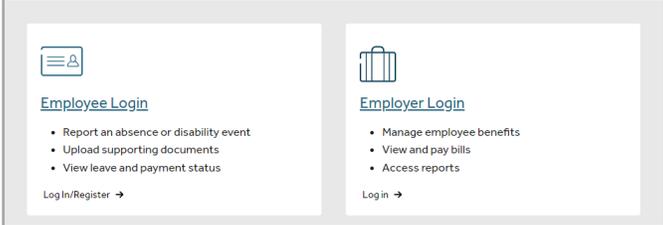


How to register for myNYLGBS

New York Life Group Benefit Solutions' self-service portal

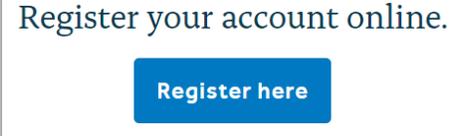
With myNYLGBS, you have 24/7 access to file claims, check claim status, view communications, upload documents, and much more. To access these capabilities, you **first need to register**. Doing so is easy!

To start, go to myNYLGBS.com and click the "Employee Login" button.



The screenshot shows two login options side-by-side. On the left is the 'Employee Login' section, which includes a list of features: 'Report an absence or disability event', 'Upload supporting documents', and 'View leave and payment status'. Below this list is a 'Log In/Register' link with a right-pointing arrow. On the right is the 'Employer Login' section, which includes a list of features: 'Manage employee benefits', 'View and pay bills', and 'Access reports'. Below this list is a 'Log In' link with a right-pointing arrow.

On the next screen, click the "Register here" button.



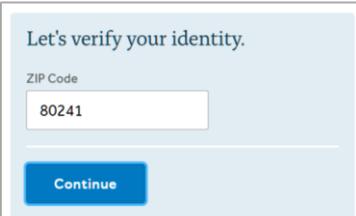
The screenshot shows a white rectangular box with a thin border. At the top, the text 'Register your account online.' is displayed in a blue serif font. Below the text is a prominent blue button with the white text 'Register here'.

Now, **fill in the required fields**. This helps us match you with the information in the file we receive from your employer.



The screenshot shows a light blue registration form titled 'Set up your online access.' It contains the following fields: 'First Name' with the value 'Renata', 'Last Name' with the value 'Reynolds', 'Date of Birth' with the value '01 / 01 / 1998', and 'Last 4 digits SSN / TIN' with the value '****'. At the bottom left is a blue 'Continue' button, and at the bottom right is the text 'Already registered? Log in here.'

You will then be prompted to **enter your home zip code**. This information is used to verify your identity.



The screenshot shows a light blue verification screen titled 'Let's verify your identity.' It features a 'ZIP Code' label above a text input field containing the value '80241'. Below the input field is a blue 'Continue' button.

Once your identify has been verified, **build your profile by entering a valid email address, and creating a username and password**, then click "Continue". You will then be asked to provide a **one-time verification code**, which will be sent to the email address you provided.

Create your profile.

Please provide an email address, username, and password.

Email Address

Username

Password

Confirm Password

[Continue](#)

After you have successfully registered, log in to myNYLGBS.com via the "Employee Login" button using your username and password. This will bring you to your home dashboard, where you will be able to start a new claim, view current and previous claims, click to chat with an advocate, and much more!

The screenshot shows the 'Ren's Dashboard' with a header image of a woman on a sofa. The dashboard includes a 'File a Claim' button, a 'Claim Status' section with a list of approved claims, and three informational sections: 'Coverage Information', 'Claim Tips & Forms', and 'Additional Actions'. Each section has a 'Learn more' link with a right-pointing arrow.

Claim Status	Messages	Contact Us
Track a current claim or review your closed claims.		
Approved	NTN - 10007452	Voluntary Ren Refiled Created on 01/16/2024
Approved	NTN - 11233344	Health Screening Benefit Ren Refiled Created on 10/14/2023
Approved	NTN - 11233346	
View My Claims		