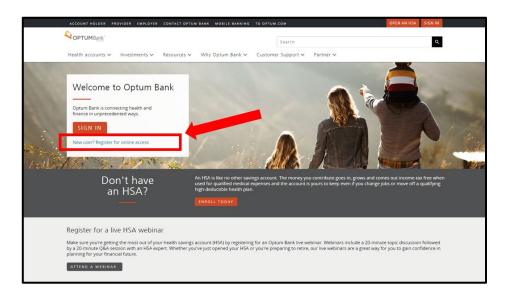
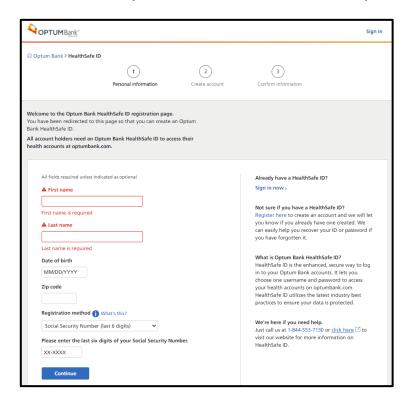
OPTUM ONLINE PORTAL INSTRUCTIONS

All employees participating in White Brothers medical plans that include a company-sponsored HSA contribution can use the information below to register for their online HSA account. <u>All HSA account are managed by Optum Bank.</u> If you have questions about your HSA account, eligibility, or anything else related to White Brothers' benefit offerings, please contract HR at hr@whitebros.net.

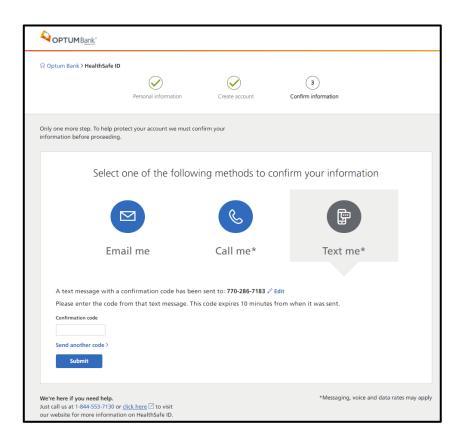
1. Open your internet browser (Google Chrome, Microsoft Edge, ect.) and go to www.optumbank.com



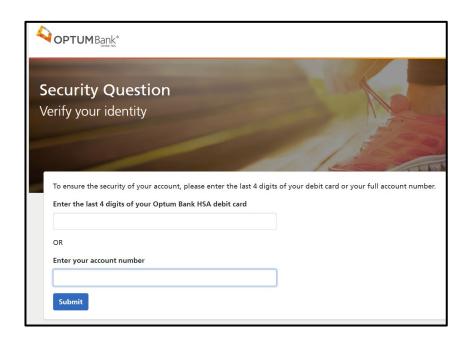
2. Enter your first & last name, date of birth, zip code, and the last six digits of your Social Security Number. This will allow Optum to locate your HSA account.



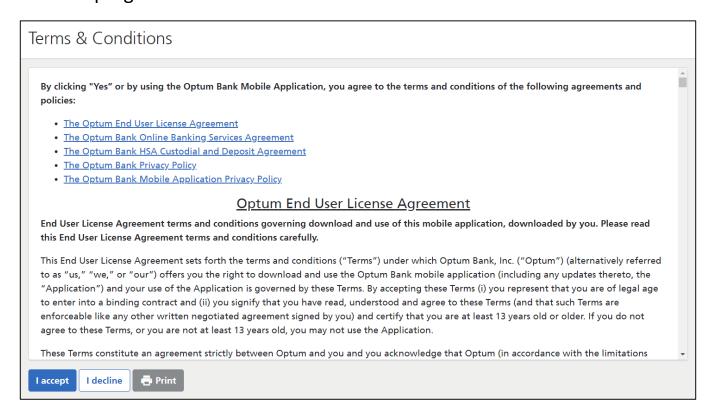
 Select which method you would like Optum to use to confirm your information (Email, Call, or Text). Once you've made a selection, a confirmation code will be sent using the method you selected. Enter the Confirmation Code and press '<u>Submit</u>'.



4. Verify your identity by entering the last 4 digits of your Optum Bank HSA debit card, or your Optum Account number. If you do not have your Optum Bank account number, please contact Human Resources.



6. Read the Terms & Conditions of using Optum's online portal. If you agree to comply these requirements, press "I accept". Accepting these Terms & Conditions is required to gain access to the online portal, but not required to participate in the HSA program.



7. You should now have access to Optum Bank's online portal where you can manage your Health Savings Account.

