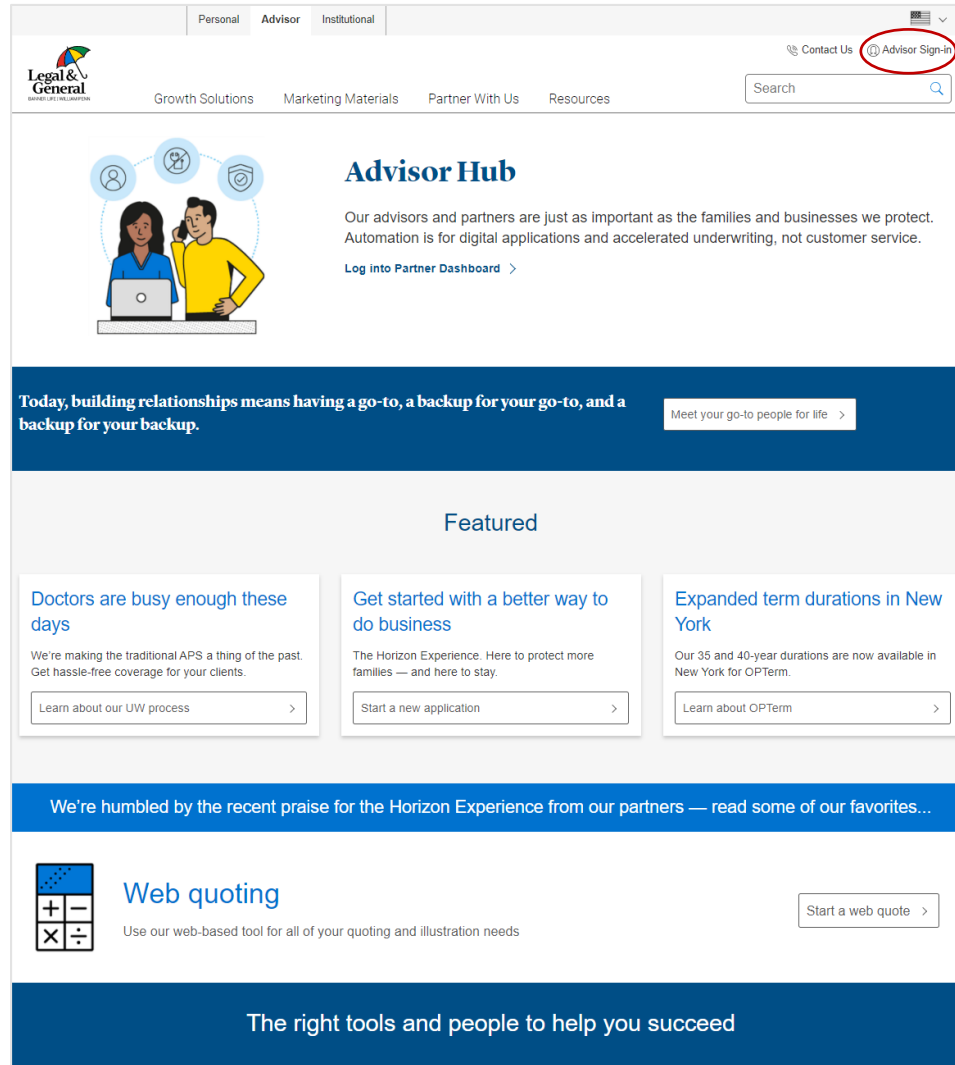




# Register for Partner Dashboard

Last updated March 2022

## Register for Partner Dashboard



1. Go to [www.lgamerica.com/advisor](http://www.lgamerica.com/advisor)  
Click on **Advisor Sign-in** at the top of the screen

OR

Navigate to [www.partner.lgamerica.com/dashboard](http://www.partner.lgamerica.com/dashboard)

# Register for Partner Dashboard



WELCOME

Login

Email Address

Password

Register

Forgot password?

SIGN IN

2

- 2. To begin registering, click on the blue **Register** link
- 3. Select your **relationship**
  - a. Click on **Continue**

USER REGISTRATION

Partner Dashboard is a secure website designed for use by financial professionals and support staff. You must have a valid user ID and password to gain access to the site.

To begin, select one of the options below to indicate your relationship:

☐

I am a current or previously appointed financial professional with Legal & General America, Banner Life Insurance Company or William Penn Life Insurance Company of New York.

☒

I am affiliated with a financial professional who is appointed with Legal & General America, Banner Life Insurance Company or William Penn Life Insurance Company of New York. (including support staff)

CONTINUE

CANCEL

3

# Register for Partner Dashboard



1 Profile Information >

2 Terms & Consent >

3 Link Agent Codes >

4 Verify Account >

5 Verification Complete

Profile Information

Login Credentials

Business Email Address

Email Address

New Password

New Password

Re-enter New Password

Re-enter New Password

Password Requirements

- 1 capital letter
- 1 lower case letter
- 1 number
- 1 special character
- 8 character minimum (must include the above requirements)
- Must not contain any form of the word 'Password'
- Must not contain any part of Username

Personal Information

First Name

First Name

Last Name

Last Name

Phone Number

Phone Number

Date of Birth

02/27/2022

Address

Address

City

City


State

Choose a State

Zip Code

Zip Code

☐ I'm not a robot

  
reCAPTCHA  
Privacy Terms

CONTINUE

CANCEL

4. Profile Information
- a. Enter profile information


b. Click on **Continue**

## Register for Partner Dashboard



1 Profile Information > 2 Terms & Consent > 3 Link Agent Codes > 4 Verify Account > 5 Verification Complete

### Terms & Consent

 Print

#### Disclosure Relating to Electronic Services - Online Services Agreement.

Prior to using Legal & General America's Online Services, you must affirmatively consent to the Terms and Conditions of our Online Services Agreement ("Agreement"). The Online Services permit you to electronically initiate account transactions and communicate with Legal & General America and its affiliates (the "Company")<sup>1</sup>. This Agreement contains the Terms and Conditions that govern your use of Online Services. You agree to the Terms and Conditions of this Agreement by checking the **I agree to the terms and conditions** checkbox at the end of this Agreement.

##### TERMS AND CONDITIONS

This website presents information and content that is owned or licensed by Legal & General America, Inc., its parents, subsidiaries and affiliates ("LGA"). When used in these Terms and Conditions, "we" and "our" mean LGA and "you" and "your" refers to any individual, company, or legal entity that accesses or otherwise uses this website.

These Terms and Conditions apply to your use of this website. By visiting or using this website, or by agreeing to the Online Services Agreement, you accept these terms. Continued use of this site constitutes your acceptance of any revisions to these website Terms and Conditions or the Terms and

☐ I agree to above Terms and Consent

## 5. Agree to Terms & Consent

- Read the disclosure and check the box **I agree to above Terms and Consent**
- Click on **Continue**



1 Profile Information

2 Terms & Consent

3 Link Agent Codes

4 Verify Account

5 Verification Complete

Link Agent Codes

At least one valid agency code is required before moving to the next step.

Please enter all agent codes for which you manage business. Link them here:

NOTE: If you forgot an agent code, or need to remove one. This can be done in the Agent Code Manager section of Partner Dashboard.

AGENT CODE	SSN/TAXID	AGENCY NAME	COMPANY
Agent Code	SSN/TaxID	Agency Name	Company
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Add Code

Cancel

CONTINUE

BACK

6. Link agent codes
- a. Input the agent or agency code
  - b. Enter the social security number or TIN depending on how you are contacted; **only enter numbers no dashes.**
  - c. Click on the **Add Code** button below the agent code; agency name and company will populate
  - d. Click on **Continue**

### Help Us Protect Your Account

To keep your account secure, we verify your identity for each device and web browser combination.

We weren't able to make a match with this combination. This may be because:

- You have not logged in for 90 days
- You are logging in on a new device
- You have not registered this device
- You have changed web browsers
- You have installed a recent browser patch or update
- You modified your computer, operating system or software settings
- You cleared your cookies or cache

Any of these conditions prevent us from matching your combination. To login, please request a code or connect an app.

Where should we send a verification code?

Email Address

m\*\*\*\*@yahoo.com ☒ Email Me

You will need access to the contact method you've chosen to complete verification. Voice, Text Message & Data rates apply.

**CONTINUE**

**CANCEL**

## 7. Verify account

- An email will be sent to the email address registered
- Click on the green **Verify** button in the email
- You will then be directed to log into the dashboard
- At this point you will need to request a verification code
- A second email will be sent; you have **three minutes** to retrieve and enter the code



### Code Sent

You have 3 minutes to complete this verification with the current code.

Enter the 6-Digit Verification Code

[Request a New Verification Code](#)

☐ Please remember this device and browser in the future

**SUBMIT**

**CANCEL**

8. Enter the access code
  - a. Click on **Please remember this device and browser in the future**
  - b. Click **Submit**
  - c. You will need a new access code every **90 days**



**Thank you for your business.**

