## Register for Partner Dashboard





### Register for Partner Dashboard



- 1. Go to https://www.lgamerica.com/advisor
- 2. Select Advisor Sign-in to navigate to <u>https://partner.lgamerica.com/</u>



	Login
Legal &∿ General	Email Address
	Password
	Register SIGN IN
	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:
	<ul> <li>I am a current or previously appointed financial professional with Legal &amp; General America, Banner Life Insurance Company or William Penn Life Insurance Company of New York.</li> </ul>
	O 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)

- 3. To begin registering, select the blue **Register** link
  - a. Select the radio button most relevant to you
  - b. Click continue

## Register

### Profile information

Logio Cradantials			
Rusiness Fmail Address			
Email Address			
		De antes New Decement	
New Password		Re-enter New Password	
Dassword Paguiraments			
1 canital letter			
1 lower case letter			
1 number			
<ul> <li>8 character minimum (must include the above requirements)</li> </ul>			
<ul> <li>Must not contain any form of the word 'Password'</li> </ul>			
<ul> <li>Must not contain any part of Username</li> </ul>			
Personal Information			
First Name		Last Name	
First Name		Last Name	
Phone Number		Date of Birth	
Phone Number		12/08/2022	<b>=</b>
Address			
Address			
	11		
City	State	Zip Code	
City	Choose a State	✓ Zip Code	
Agent Information (this information is used for verification purposes only)			
Agent Code	SSN		
Agent Code	SSN		
I'm not a robot			

- 4. Enter all profile information details
  - Be sure to enter a business email address (not a personal email address). This will be your user ID going forward
  - Enter the social security number or TIN depending on how you are contracted; only enter numbers no dashes
  - c. Click **continue**

### Link agent codes



- 6. Link agent codes
  - a. Enter all agent code details
  - b. You must click "Add Code" before continuing
  - c. Click continue

#### Note:

- Please do not include dashes or spaces in SSN or TIN. If SSN does not work, try inputting TIN
- If the Continue button is greyed out, click the back button to return to the Profile Information screen and make corrections
- Contact our licensing team or your GA if you're unsure of your agent code
- If you have multiple agent codes, add each under 'Agent Code Manager' in Partner Dashboard after registering to avoid potential issues

### Verify account



- a. An email will be sent to the email address you entered in the Profile Information page. The email will be sent from <u>noreply@lgamerica.com</u>
- b. Retrieve the email and click on the green **Verify Account** button

#### Note:

- · If the email is not in your inbox, check your junk or spam folder
- You must verify your account to complete registration



# Verification completion

rification Comp	lete		
Registration	Complete		
The account has	been verified and regis	stration is complete.	
Thanks for regist	ering!		

	WELCOME	
	Login	
Legal &\ General	Email Address	
	Password	
	Register Forgot password?	SIGN IN

- 8. Verification complete
  - a. Click on Please login now
  - b. You will be redirected to Partner Dashboard
  - c. Enter your credentials then select **sign in**

### Send verification code

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 changed web browsers     You nave installed a recent browser patch or update     You outlified 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	C	
connect an app.		
Email Address		
You will need access to the con Data rates apply. CONTINUE CANCEL		
Your authentication code to login is 494045 Please call customer service if you did not make these channes		
<ul> <li>Hease Lan Losavies service III you dan ton finade these Changes.</li> <li>If you have a Banner insurance policy, contact:</li> <li>Call 800-639-8/28 Tol Free Hours: 8/04-60/28 Tol Free Hours: 8/04-60/47 Norther-Fragy</li> <li>If you have a Banner referenent annulty, contact:</li> <li>Call: 800-66/47 Tol Free Hours: 9/04-60/27 Houndy-Friday referenentservices@lagnanerica.com</li> <li>If you have a William Penn Insurance policy, contact:</li> <li>Call: 800-47/17 Tol Free Hours: 8/04-47/17 Tol Free Hours: 8/04-46/17/17 Tol Free Hours: 8/04-46/17/17 Tol Free Hours: 8/04-46/17/17 Tol Free</li> </ul>		
Legar & serveral America is unafficially strong, fiscally responsible and committed to the dusiness practices that will also providing high quality, efficient customer service are just the fundamentals for us. Learn more at <u>LGAmerica com</u>	us to keep our promises t	o you. Neeping we insurance anoroaxie, protecting your retirement, and

Leg

- 9. Send verification code
  - a. At this point you will need to request a verification code
  - b. A second email will be sent; you have **three minutes** to retrieve and enter the code

#### Note:

• If the verification code is not used within that time, you'll need to request a new one



### Code Sent

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

Enter the 6-Digit Verification Code



SUBMIT

Request a New Verification Code

Please remember this device and browser in the future



#### 10. Enter the six-digit verification code

CANCEL

- a. Select "Please remember this device and browser in the future"
- b. Click submit

#### Note:

- You will need a new access code every 90 days
- If your device is configured to delete cookies, then the remember device feature will not work when you login the next time





Visit our Contact Directory to connect with your dedicated LGA team.

**Get connected** 

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