

# eService Election Form Standard-Accounting

Once a customer of Principal Life, you have access to our premier online **Principal Employee Benefits Service Center<sup>SM</sup>** where you can manage your group insurance\* benefits 24/7 at no extra cost to you.

## **OUR eSERVICE OFFERING INCLUDES:**

- Access to **temporary ID cards** and the ability to **order new ones online**
- Access to a comprehensive library of **forms** including claims forms, enrollment forms & statements of health
- Ability to **add new members** and **make member changes**
- Ability to order a **preliminary bill** to see how changes made to your account will impact premium due
- Access to detailed **billing statements**
- Access to **online booklets and policies**
- Plus more!

## **WOULD YOU LIKE TO MAKE YOUR MEMBER ADDS, CHANGES AND TERMINATIONS ONLINE?**

**YES**

- No more paper forms to send into Principal Life
- Manage your benefits at the time most convenient to you
- Track all changes made in the Activity Ledger (transaction history is kept indefinitely)

**NO**

## **WOULD YOU LIKE TO ACCESS YOUR BOOKLETS/POLICIES ONLINE?**

**YES**

- Online booklets are available to employees up to three weeks faster than printed copies
- Online booklets are updated more frequently than paper
- Options for distributing booklets to employees include:
  - Email booklets directly to them
  - Employees can access at the personal login at [www.principal.com](http://www.principal.com)
  - Post to your company Intranet site
  - Store a paper copy in human resources for employees to review
  - Print black/white copies

**NO**

**YOU CAN ACCESS ALL OTHER eSERVICE OPTIONS AT [WWW.PRINCIPAL.COM](http://WWW.PRINCIPAL.COM) WITH JUST A PIN.**

**NOTE: A Principal Life representative will call you** when your group's records are available online. At that time you will get your PIN to access the website. You will be prompted to accept a legal agreement(s) upon your first login to the online Principal Employee Benefits Service Center.

Name of Company: \_\_\_\_\_ Account No: \_\_\_\_\_

Plan Administrator's Name: \_\_\_\_\_ Email address: \_\_\_\_\_

\*Not available for Group Universal Life Insurance.

W E U N D E R S T A N D W H A T Y O U ' R E W O R K I N G F O R <sup>SM</sup>

