

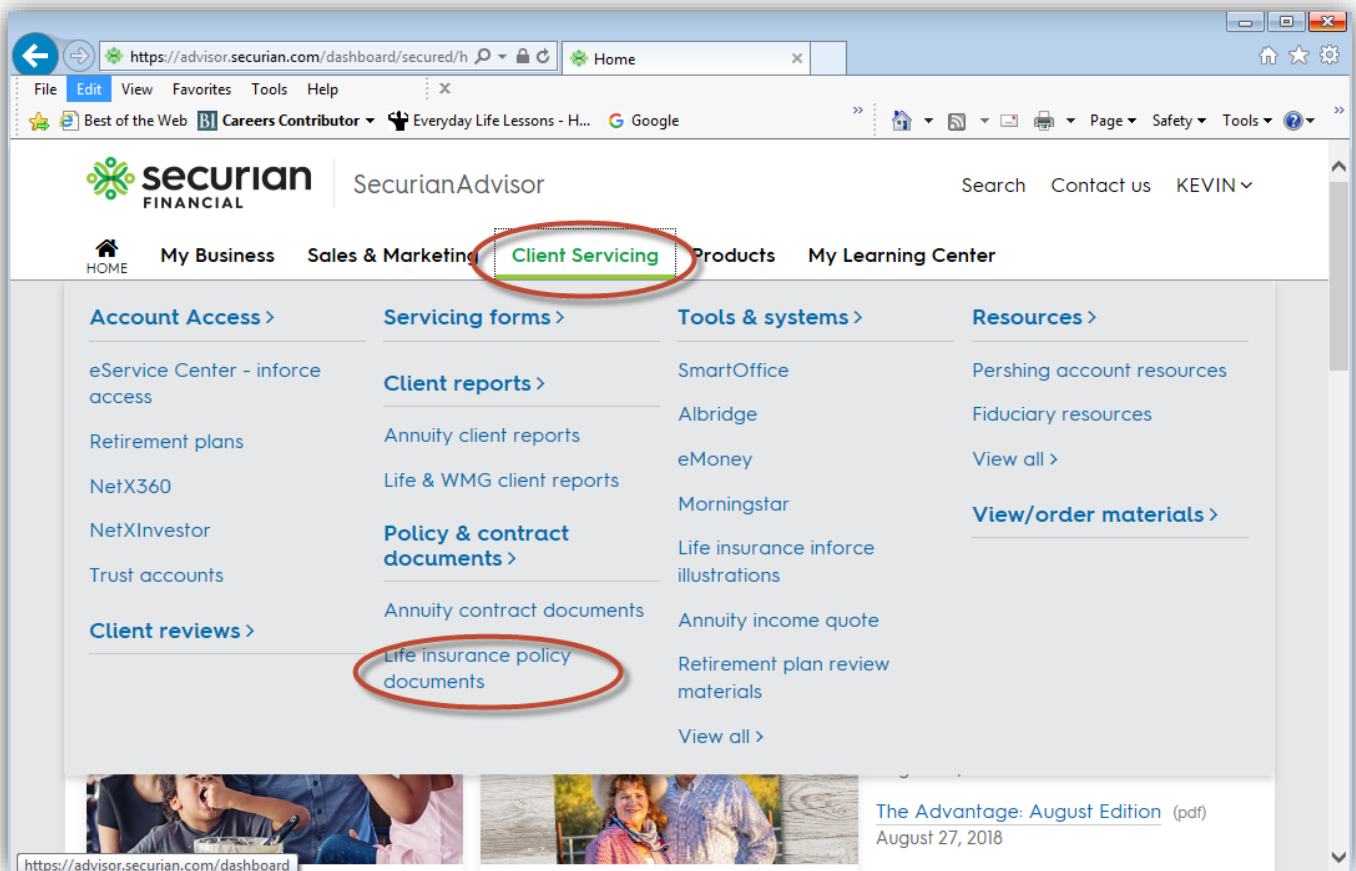
# Finding life servicing documents online

Financial professionals and their staff can easily access certain life policy servicing documents online anytime. All users must be registered to use the Securian Advisor Site (have their own user ID and password.)

Follow the steps below to access client and policy documents including:

- Annual Policy Review
- Billing documents
- General notifications
- General confirmations

1. To access documents for all of your clients go to the Client Servicing tab on the advisor website and select Life Insurance policy documents/Policy documents.



The screenshot shows the Securian Advisor website dashboard. The browser address bar displays <https://advisor.securian.com/dashboard/secured/h>. The page header includes the Securian Financial logo, the text "SecurianAdvisor", and a search bar with the name "KEVIN". The main navigation menu includes "HOME", "My Business", "Sales & Marketing", "Client Servicing" (highlighted with a red circle), "Products", and "My Learning Center". Below the navigation, there are four columns of links: "Account Access >", "Servicing forms >", "Tools & systems >", and "Resources >". Under "Servicing forms >", there is a sub-section "Policy & contract documents >" which contains the link "Life insurance policy documents" (circled in red). Other links in the "Tools & systems >" column include "SmartOffice", "Albridge", "eMoney", "Morningstar", "Life insurance inforce illustrations", "Annuity income quote", "Retirement plan review materials", and "View all >". At the bottom of the page, there are two small images and a link for "The Advantage: August Edition (pdf) August 27, 2018".

2. There are multiple ways to search. Choose to search by financial professional, document category/type and date range.

**Tip:** If you support multiple financial professionals, you can review activity for one by using their code. To see prior day's activity use yesterday's date (use Saturday's date on Monday for weekend activity.)

**Search Parameters** [Hide ^](#)

**Advisor Code**  
 **OR** [Select an Advisor Code](#)

**Document Category**  
All Document Categories ▼

**Document Type**  
All Document Types ▼

**Date Range**  
Custom ▼

**From**  **To**

**Policy Number**

**Client Name**

[Search](#)

*Callout 1:* You can enter a financial professional's code here

*Callout 2:* Enter yesterday's date or any other specifics to narrow your document search.

- Once you have entered your search parameters, the policy documents you have access to will be listed. Review the document you are looking for via the link.

**Tip:** You can choose how many records to display (up to 100). Use the First, Previous, Next and Last arrows to navigate through the list.

**Securian FINANCIAL** | SecurianAdvisor Search

My Business   Sales & Marketing   **Client Servicing**   Products   My Learning Center

## Policy Documents

**Search Parameters** [Show](#) ▾

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<< First   < Prev   1 2 3 4 5 6 7 8 9 10   Next >   Last >>   25 ▾   Total Rec

History	Creation Date	Document Category	Document Type	Policy Number	Servicing Advisor Code	Client Name
<a href="#">▼</a>	09/28/2019	Confirmations	<a href="#">Monthly EFT Deduction</a>			
<a href="#">▼</a>	09/28/2019	Confirmations	<a href="#">Monthly EFT Deduction</a>			
<a href="#">▼</a>	09/28/2019	Confirmations	<a href="#">Monthly EFT Deduction</a>			
<a href="#">▼</a>	09/28/2019	Confirmations	<a href="#">Monthly EFT Deduction</a>			

4. Sample document for your review.

**Monthly EFT Deduction**

Minnesota Life Insurance Company - A Securian Company  
Individual Policyowner Services  
400 Robert Street North • St. Paul, Minnesota 55101-2098 • 1-800-649-5726



F \* 59930 \* 2657640

09/27/2019

Plan Number:

This confirms the changes to your monthly deductions. The first deduction reflecting the changes will occur on 10/15/2019, and will occur on the 15th of each month thereafter.

You have authorized Minnesota Life Insurance Company to take deductions each month from the checking or savings account with the financial institution as indicated below. Your authorization confirms that you understand and agree that this authorization is subject to the following conditions:

- The amount of the deduction will be equal to the total withdrawal amount as shown below.
- You will receive notice of each electronic debit entry that varies in the amount from the previous entry.
- This authorization is to remain in full effect until Minnesota Life has received and has had reasonable time to act on the authorized account holder's request to cancel in writing at 400 Robert Street North, Saint Paul, MN 55101 or by telephone at 1-800-649-5726 Monday through Friday from 8:00 a.m. Central to 5:00 p.m. Central.

The following information will be used to automatically deduct payments from your account each month for the policy(s) listed.

Financial Institution: NATIONAL BANK OF

**Securian Financial Group, Inc.**  
[securian.com](http://securian.com)

400 Robert Street North, St. Paul, MN 55101-2098  
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