



# Efficient online benefit management

**eService.** Fast. Secure. Free.

Managing your company's benefits online helps make your life easier. That's what you get when you use eService from Principal®. And it's free.

**Fast:** In just 5 minutes, you can log in, update your employees' benefits and get confirmation it's done.

**Efficient:** You enter the information directly into our system so there's less chance of a mistake.

**Immediate:** Most changes you make online are completed in real time — about 90%. That means you won't have to check back.

**Secure:** We keep your account information safe and secure. And we're always working to keep up with the latest developments.



## It's easy to keep things up-to-date:

- 1 | Log in to principal.com as an employer.
- 2 | Make your updates: select your transaction, enter information, hit submit.
- 3 | Get your confirmation.



## You can quickly manage member benefits like:

- › Add and terminate members
- › Update salary
- › Make name and address changes
- › Order dental and vision ID cards
- › Track online transactions



## Get billing and payment information when you need it:

- › Download or view billing statements
- › Set up and pay premiums electronically



## Check out what else you can do with just a few clicks:

- › View benefit information and summaries
- › View Statement of Health status<sup>1</sup>
- › Electronically sign eService agreements
- › Search and print online booklets and policies
- › View, download and print forms and documents
- › Access and complete claim forms — life and disability
- › Access reports — life and disability claims, and dental maximum accumulation

## Set up your online account today

It's easy to get set up. The steps you'll follow depend on whether you're a new group insurance customer or not.

### First time offering group insurance from us?

You'll work with your Principal representative to get the ball rolling.


- 1 Select the **primary administrator** of your account and let your Principal representative know.
- 2 Tell the primary administrator to watch for an email with **setup instructions**. If they don't complete setup in 48 hours, they need to call us.
- 3 Need **others** to have access? The primary administrator can do that.

### Forgot your login information or don't have one?

- 1 Call **800-843-1371**.
- 2 Press **1** for employer. Then enter your **account number**.
- 3 Select **option 3** for log in support.

Problems getting set up? Don't worry. Call us at 800-843-1371. We'll help you get up and running in no time.

<sup>1</sup> Not available to customers having a letter in their account number or self-accounting cases.

 [Get started](#) | Set up your online account. And then log in at **principal.com**.



[principal.com](https://www.principal.com)

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