## New In-service distribution certificate instructions Go to <u>www. corebridgefinancial.com/rs/myretirementmanager</u> Retirement Manager Participant Call Center: 1-866-294-7950



**Click Login and click Login link under Participant** 

https://myplan.myretirementmanager.com/	/participant/public/l	login/?PHILA-SD#/			Q	
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<b>Retirement</b> Manager					Contact About Us	
		Sign in				
	Username		Forgot username			
	Password		Forgot password			
			SHOW			
	Remember Me	SIGN IN				
		First time user? Get started				
Security   Privacy   Accessibility			[	AIG AIG Reti	irement Services	

## Click the "First time user? Get Started" button if you are a first-time user.

	https://myplan.myret	irementmanager.	.com/participant/publi	c/userverification?registe	r#/			Q	₫ \$	*
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	PRetiren	nent Manager					Contact	About Us		
			Help u	ıs verify your	identity					
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## Enter School District of Philadelphia

🔒 https://myplan.myretirementmanager.com/participant/pu	ublic/userverification?register# Q	☆ :
s 🚯 Retirement Manage 🔇 AGILEnet 🚾 Retirement Manag	e 🔇 Retirement Manage 🔇 AIG Contact Home 🚽 Power BI  🍿 AdvisorNET > Home 🝺 S	SFTP
💎 Retirement Manager	Contact About Us	
E	Let's start with the basics Please enter the following information. All fields are required. Do not use spaces or dashes. Last name Birthdate (mm/dd/yyyy) Employee ID	
	On paystub or call School District for ID number (must	
	Cancel Continue be employee)v	
Security   Privacy   Accessibility Retirement Manager is a multi-investment provider and multi- Betriement Services represents The Variable Annuity Life Insure American International Group, Inc. (A/G).	AIG Retirement Services plan sarvice, to support account and plan aggregation and compliance, provided by VALIC Retirement Services Company (VRSCO), AIG ance Company (VALIC), Houston, TX and its subsidiaries, VALIC Financial Advisors, Inc. (VFA), and VRSCO, All companies are members of	

Enter last name, date of birth, employee id (Do not use spaces or dashes. Include leading zeroes to get your ID to 10 digits), and last 4 digits of SSN

Select Continue. You will be brought to page where you make a username and password, select a picture to help remember your password if you forget. Please write down your username and password. You will have to sign in once your username and password is created.

You may be eligible for the Expanded Cap provision in the 403(b) plan. Please contact your benefits office or financial advisor to determine eligibility.							
							Profile 🗸   Sign out
	P Retire	ement Manager	Overview	Manage ∨	Learn ∨		test
	I want to	select option Change contributions	^				
	Welcom Check out y	Request a loan       Nelcom     Request a withdrawal       Check out y     View certificates       View contributions					Total current balance \$37,440 <sup>00</sup>
	Test 403 View plan o	View investment providers 3b Plan details			\$ <b>37,440</b> 00 Total balance	View more	
	Test 457 View plan o	7b Plan details			\$ <b>0</b> 00 Total balance	View more	Should I dip into my retirement savings? →>

From the participant overview page select "Request a Withdrawal"

		Profile 🗸   Sign out
Retirement Manager	Overview Manage 🗸 Learn 🗸	test
Request a withdrawal	Select plan Select type	• Finish
	Which plan would you like to take a withdrawal from?	
Test 4	103b Plan	
Test 4	157b Plan	
	Back to Overview	

		Profile 🗸   Sign out
Retirement Manager	Overview Manage 🗸 Learn 🗸	test
<b>Request a withdrawal</b> Test 403b Plan	Select plan Select type	Finish
	Select the type of withdrawal you would	
	like to request.	
	If you don't see an applicable reason below, consider requesting a loan.	
	In-Service Exchange	
	Back Next	
	Cancel	
Security   Privacy   Terms of use   Accessi	AIG	AIG Retirement Services

## -Select **plan type**

- Select In-Service Distribution

				Profile 🗸   Sign out		
Petirement Manager	Pretirement     Manager     Overview     Manage v     Learn v					
Request a distribution Test 403b Plan	Select plan	Select type Re	equest amount	Finish		
	Make your distribu	ition request be	elow.			
<b>Test \</b> As of da	<b>/endor 2</b> te: 04/26/2023 ()	<b>Test Vendor 1</b> As of date: 04/26/2023 (i)				
Accour	it balance (i) \$29,349.70	Account balance ()	\$8,090.30			
Distr	ibution amount	Distribution amount				
Confirmation						
The reason for this In-Service Distribution request: attainment of age 59 1/2						
I hereby provide an electronic signatur	e. I am aware that this request must be rev	iewed in order to determine that	it complies with all			

- Select provider
- Select either "Full Disbursement" or enter disbursement amount

After all the above steps:

- - Click the "I Agree" button to the Terms and Conditions
- - Print the certificate that pops up in a separate window and attach to paperwork you would have received from your vendor. You can also save the certificate as a pdf.
- Since you are printing a certificate, you do <u>**not**</u> need a signature from the School District.