



# Account Access Guide

## INSTRUCTIONS FOR PARTICIPANTS

Visit [americantrustretirement.com](http://americantrustretirement.com)

Select **Account Access** at the top of the page.

See **Plan Participant** and click **Account Access**.

See **Plan Participant Login** and click **Login**.

Enter your **Username**:

- Your Social Security Number without dashes

Enter your **Password**:

- The last four digits of your Social Security Number

Click **Sign In**

Follow authentication instructions and enter the **code** provided via text message.

Use the last four digits of your Social Security Number in the **Temporary Password** field.

Enter a new **Username** and **Password**.

- Your new Username and Password must be at least 8 characters long and contain all of the following: (special characters are accepted)
  - One uppercase letter
  - One lowercase letter
  - At least one number (0-9)

## Call us.

Contact us at 866-680-7000 and we would be happy to assist you. Representatives are available Monday–Friday, 8 a.m. to 8 p.m. ET.