



Account Access Guide

INSTRUCTIONS FOR PARTICIPANTS

Visit americantrustretirement.com and select **Account Access** at the top of the page. Select **Plan Participant** and click **Login**.

1. Enter your **Username**: Your Social Security Number without dashes
2. Enter your **Password**: The last four digits of your Social Security Number
3. Click **Login**
4. Follow authentication instructions and enter the PIN provided via text message or email
5. Use the temporary password in the **Previous Password** field. The password for this is the last four digits of your SSN used in Step 2.
6. Enter a new **Username** and **Password**. Your new Username and Password must be at least 8 characters long and contain all of the following:
 - 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 am to 8 pm ET.

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