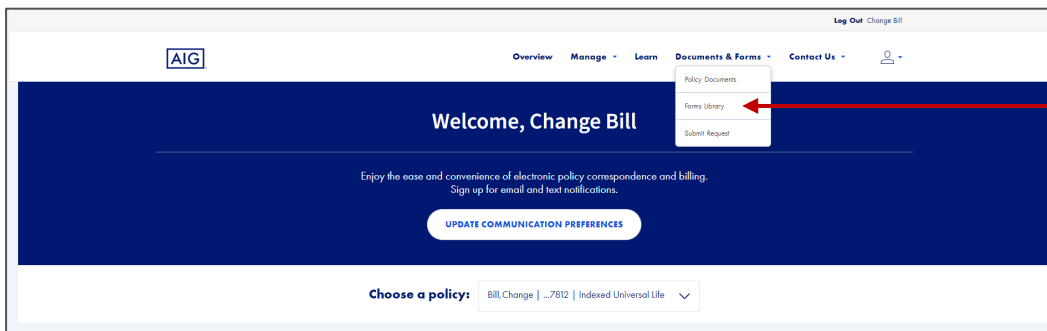


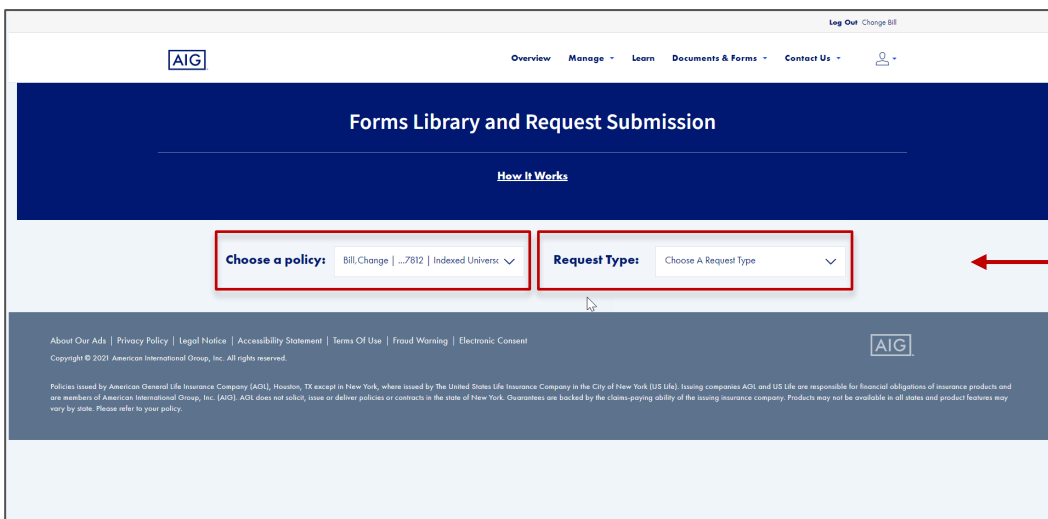


How to Find and Submit Forms

To get started, login your account at aig.com/lifeinsurance.

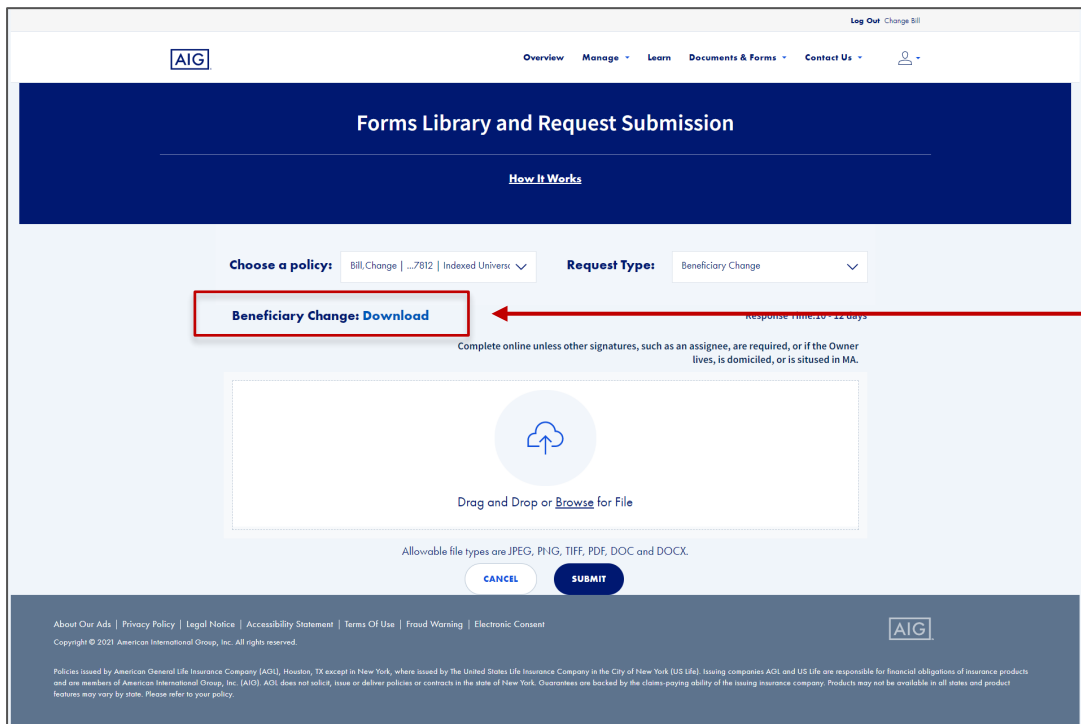


Select **Forms Library** from the Documents & Forms menu.

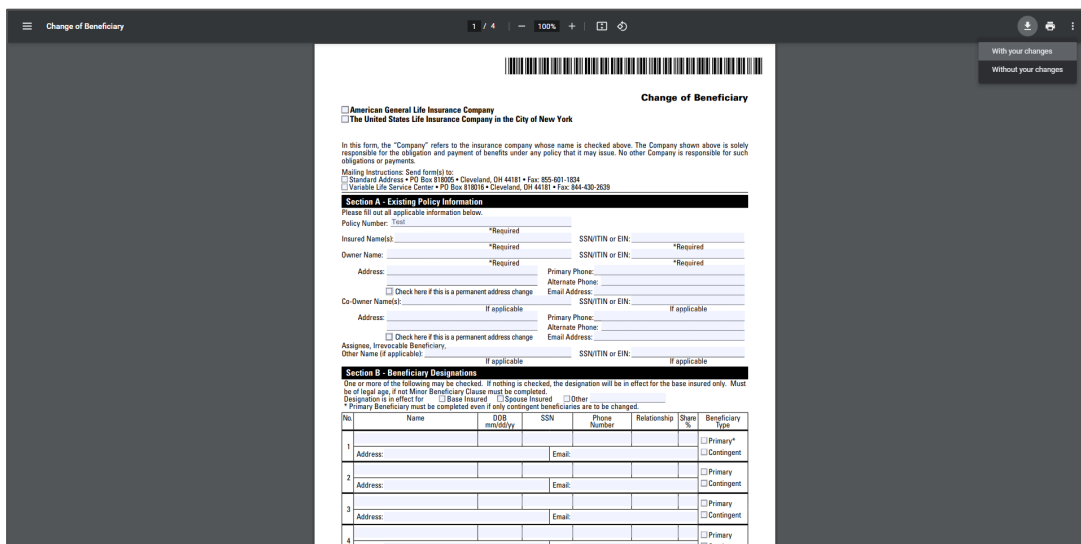


From both dropdowns, first **Choose a policy** and a **Request Type**.

How to Find and Submit Forms



Click **Download**



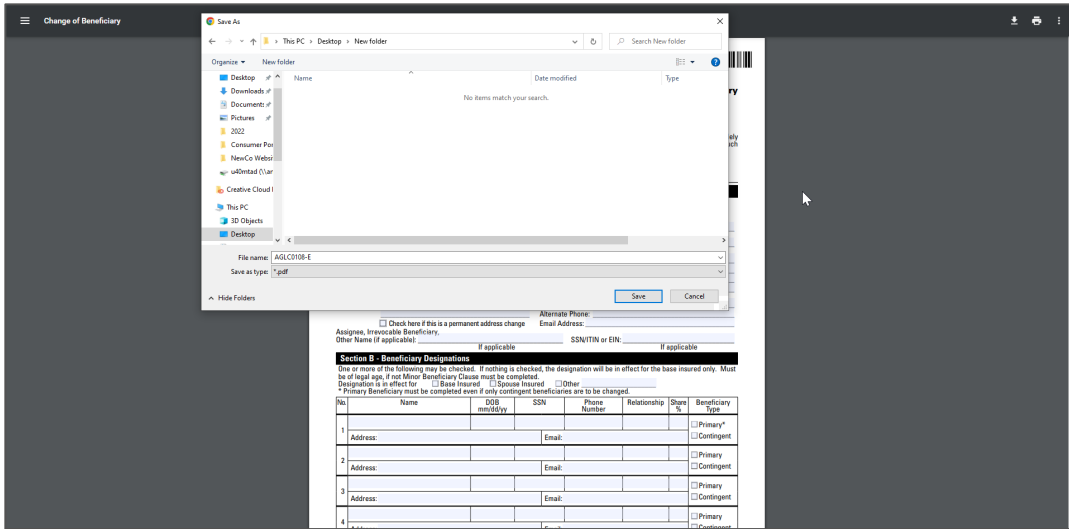
Begin filling in the form fields and save the document, with your changes, to your computer.

Note: Include all information marked as Required.

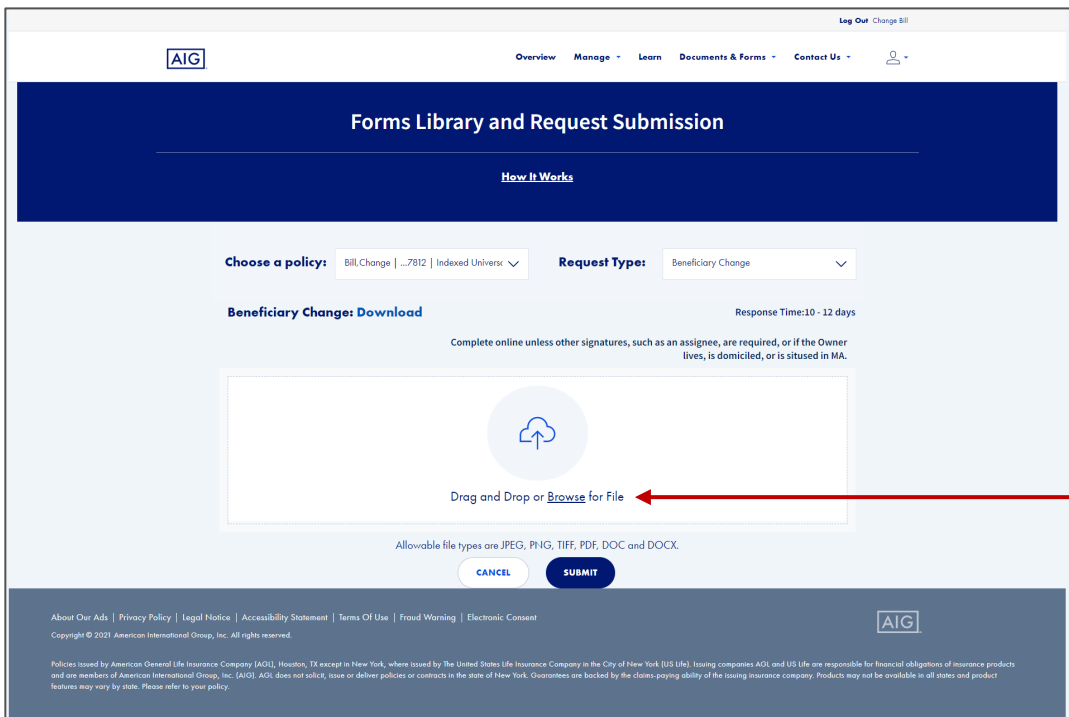
Forms will specify if a signature is required or not. If a signature is required, please print and sign the completed form before uploading and submitting.

How to Find and Submit Forms

Page 3 of 4

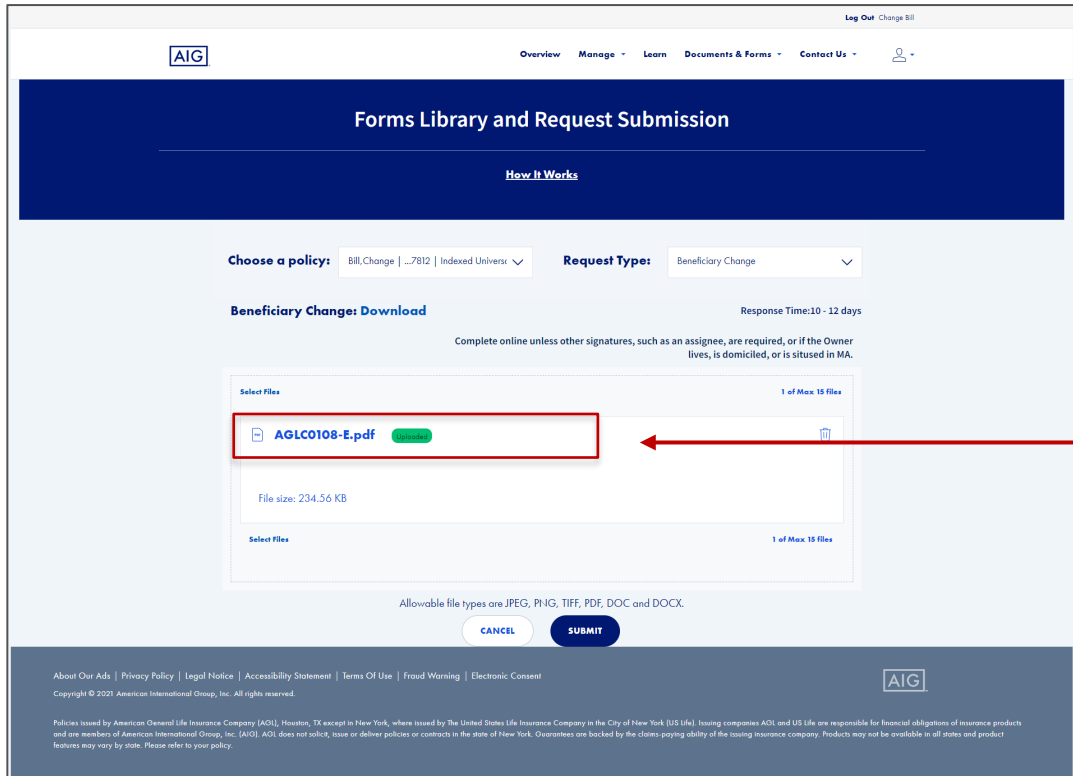


Save the completed form to your computer.



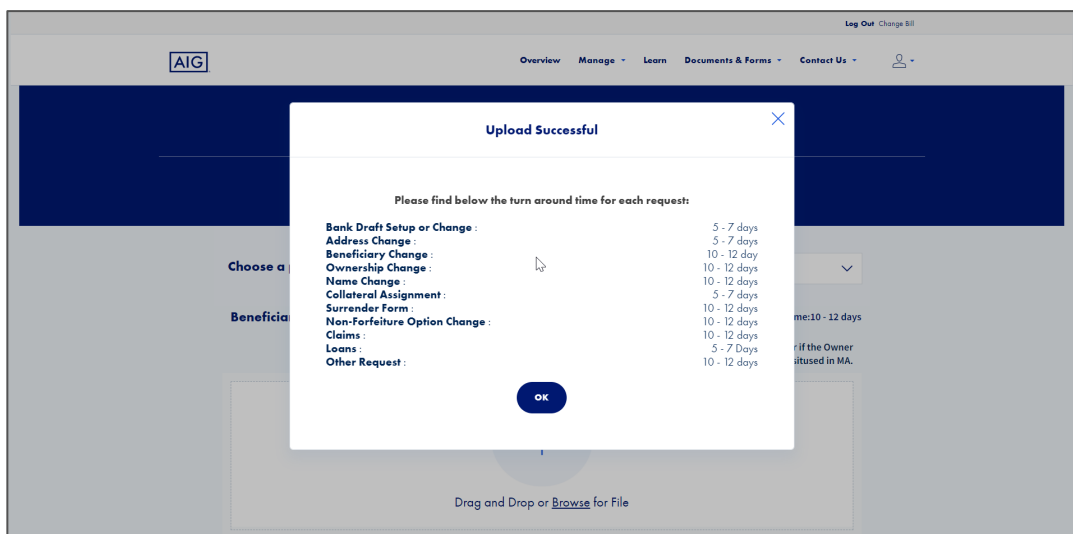
To upload the completed form for submission, return to the Forms Library and Request Submission page and click **Browse** to locate the previously saved form.

How to Find and Submit Forms



Once uploaded, you will see the file name listed.

Click **Submit**.



To confirm submission, you will see this on-screen message. Processing times for each form type are also listed.

Click **OK**.

For more resources

Visit our **Customer Service page** at [AIG.com/lifeinsurance](https://www.aig.com/lifeinsurance) for more tips and pointers on using your account.

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