

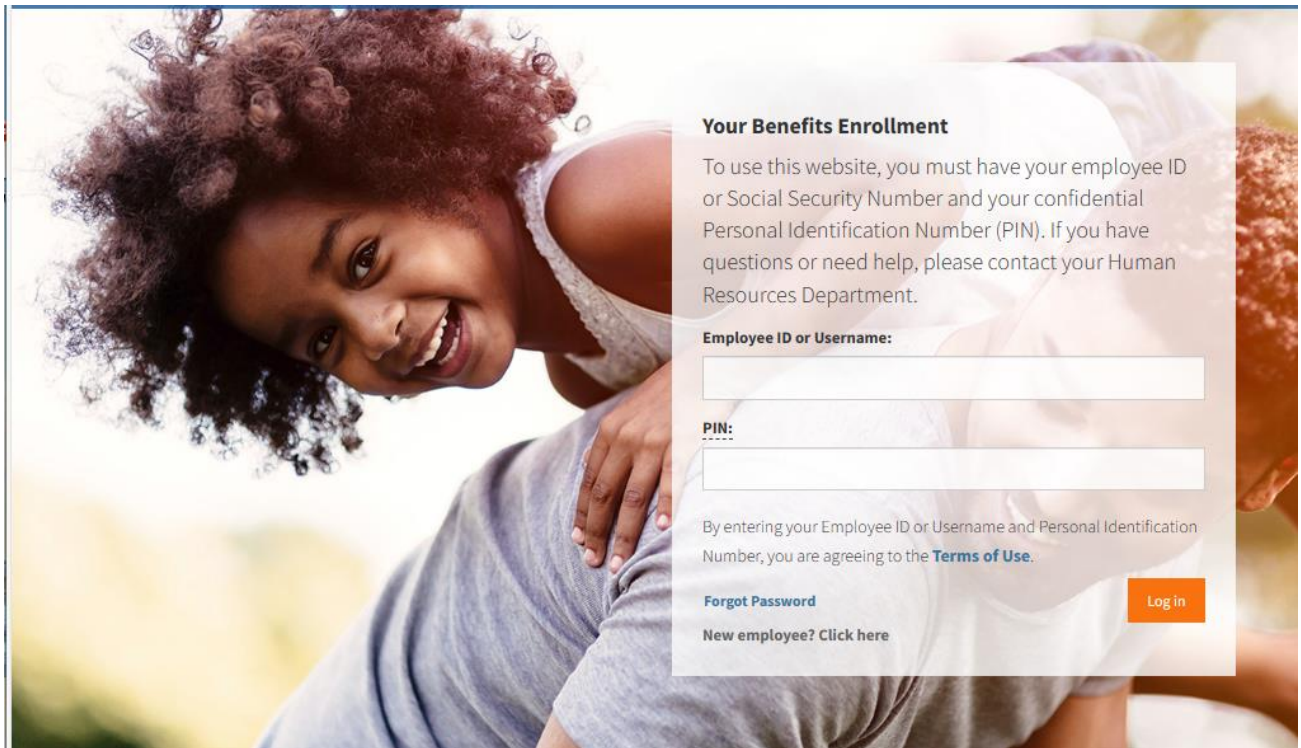
HOW TO ENROLL ONLINE

Step 1. Connect to the website through your web browser at <https://pierceins.com/fallschurchva/> then click the 'Enroll' button:

[ENROLL](#)

For added convenience, you may download the mobile app through your web browser at <https://pierceins.com/apps/>. Under this option, select your employer from the drop-down, scroll to the 'How to Enroll'

Step 2. At the 'Enrollment Site' screen, enter your *employee ID* or *Social Security Number* and your personal identification number (PIN). If you are logging in for the first time, your PIN is a combination of the last 4 digits of your SSN and the last 2 digits of your year of birth.

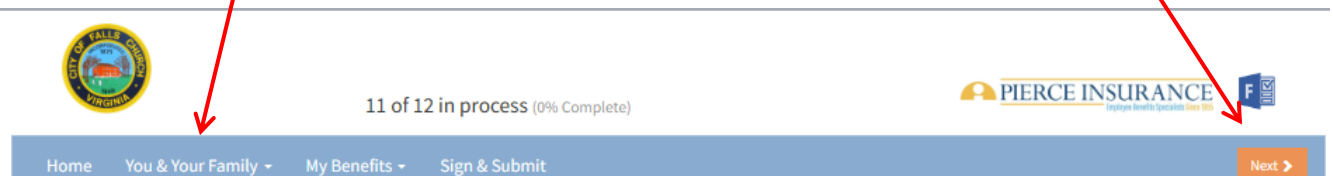


When logging in for the first time, the system will prompt you to update your password.

Step 3 - When the Welcome Page appears on your screen you have successfully logged in! Click Next to move to the next page.

Click '**You and Your Family**' to update personal information on yourself, your dependents or beneficiaries.

Use the '**Next**' button to proceed through the pages.



HOW TO ENROLL ONLINE



11 of 12 in process (0% Complete)



Home You & Your Family My Benefits Sign & Submit

Back Next

My Benefits

Below is a list of your current benefit elections. Click "Review" for benefit information and to elect or decline coverage.

<input type="radio"/> HealthEquity Flexible Spending Account	Review
You have to complete enrollment in this plan.	
<input type="radio"/> Dependent Care FSA (Health Equity)	Review
You have to complete enrollment in this plan.	
<input type="radio"/> Aflac Group Accident 70000 Series	Review
You have to complete enrollment in this plan.	
<input type="radio"/> Transamerica CancerSelect Plus	Review
You have to complete enrollment in this plan.	
<input type="radio"/> Aflac Group Hospital 80000 Series	Review
You have to complete enrollment in this plan.	

My Benefits	
<input type="radio"/> HealthEquity Flexible Spending Account	\$0.00
<input type="radio"/> Dependent Care FSA (Health Equity)	\$0.00
<input type="radio"/> Aflac Group Accident 70000 Series	\$0.00
<input type="radio"/> Transamerica CancerSelect Plus	\$0.00
<input type="radio"/> Aflac Group Hospital 80000 Series	\$0.00
<input type="radio"/> Aflac Group Critical Illness 21000 Series	\$0.00
<input type="radio"/> Chubb Disability	\$0.00
<input type="radio"/> Chubb LifeTime Benefit Term	\$0.00
<input type="radio"/> LegalEASE	\$0.00
<input type="radio"/> LifeLock	\$0.00
<input type="radio"/> PetPartners Pet Insurance	\$0.00
Employer Cost	\$0.00
Pre-tax cost	\$0.00
Post-tax cost	\$0.00
Total Cost Per Pay Period	\$0⁰⁰

Step 4. Select or waive coverage as you proceed through the enrollment.

Step 5. Sign and submit your enrollment. Enter your PIN and click 'Sign Form'.

If you have any questions about your enrollment, please contact
Pierce Insurance:

Call 800-421-3142 or chat at [pierceins.com/fallschurchva/](https://www.pierceins.com/fallschurchva/).

You may log back into the enrollment site to verify you submitted your enrollment form. A Benefit Summary will be emailed to you.