

Create an Athene Connect portal account for access to:

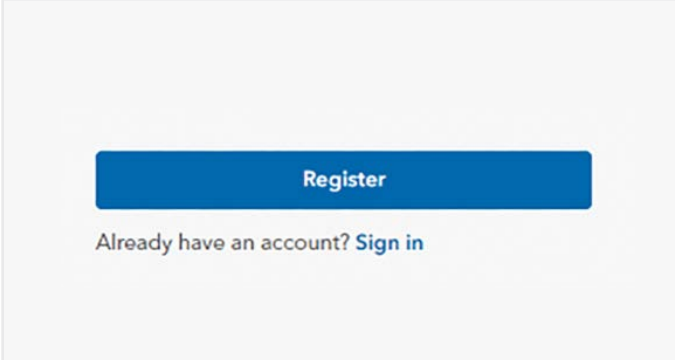
- A personalized dashboard
- Pending and in-force business reports
- Sales and service tools
- Timely field news
- Product training and industry insights
- Real-time business alerts
- Simple document upload
- Commission statements
- Support staff management
- Client contract and correspondence



Visit www.athene.com/producer/signup to create an Athene Connect account.

① Get Started and Click Register.

- Click Register

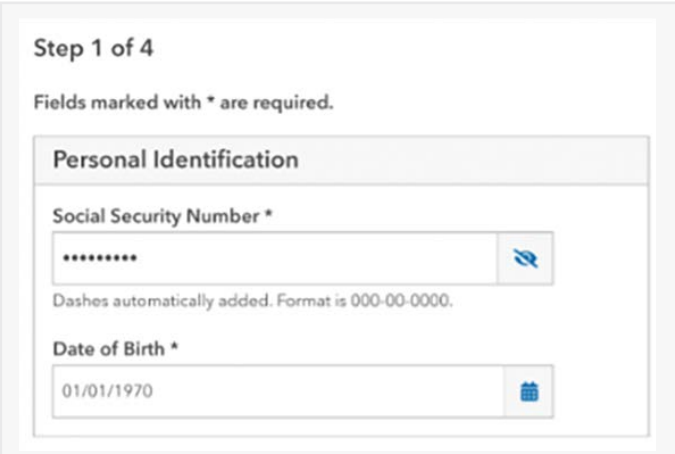


Register

Already have an account? [Sign in](#)

② Personal Identification

- Fill in your Social Security Number
- Fill in your Date of Birth




Step 1 of 4

Fields marked with * are required.


Personal Identification

Social Security Number *

***** 

Dashes automatically added. Format is 000-00-0000.

Date of Birth *

01/01/1970 

③ User Agreement

- **Read the terms and conditions** for use of Athene Connect.
- **Select** I agree with these terms.

User Agreement

Terms and Conditions for use of Athene Connect

Please read the terms below. If you do not accept the terms, you will not be able to access anything on the site.

1. The Site; Your Acceptance

The Terms of Use is an electronic contract between you and Athene USA Corporation and its subsidiaries (collectively, "Athene") that sets out the legally binding terms of your use of this website (the "Site"). You must agree to these Terms of Use in order to use this Site and by using this Site you consent to be legally bound by these Terms of Use and Athene's privacy policy, [found here](#) (the "Privacy Policy") and incorporate. You further agree that you will use a mouse, or other device to select an act/action, or to otherwise perform any act on the Site.

I agree with these terms *

Check "I'm not a robot" to continue *

I'm not a robot

reCAPTCHA
Privacy · Terms

Cancel **Next >**

④ Security Check

- **Select** I am not a robot.
- **Complete the reCAPTCHA security check** by choosing the appropriate pictures to continue.
- **Click Next**

⑤ Verify Your Identity

- **Answer the personalized security questions.**

You'll then see a list of questions that verify your identity.

Note: These are specific details related to your personal information. To maintain privacy, you need to complete this part of the registration. It can't be delegated to support staff.

Check each answer carefully: you will receive a limited number of opportunities to verify your identity.

- **Click Next**

Step 2 of 4

To protect your account information, we need to verify your identity.

Fields marked with * are required.

1. In which of the following cities have you attended college?

Bloomsburg

Cincinnati

Dodge City

Glendive

2. What is the square footage of your home?

948 Square Feet

1263 Square Feet

1308 Square Feet

None of the above

Cancel **Next >**

6 Provide contact information

This information is only used for security purposes, such as password resets and multi-factor authentication; it will not be used for ongoing communication of business information. **Your email must be private; not one that is shared with others.**

- **Add** your email address
- **Add** your phone number

The screenshot shows a form titled "Your Athene Connect Info". At the top, there is a warning box with an information icon and the text: "This information will be used for Athene Connect security purposes, such as password resets and multi-factor authentication". Below this, there are two input fields. The first is labeled "Email (cannot be a shared inbox) *" and contains the text "AthenaPlume@athene.com" with a blue eye icon to its right. The second is labeled "Phone (must be a direct number) *" and contains "555-555-5555". Below the phone field, there is a note: "Dashes automatically added. Format is 000-000-0000."

7 Create a User ID

If you had access to the prior portal, your User ID will stay the same and you won't see this screen.

If you are setting up portal access as a new user, create a User ID.

Note: All Org Admins must create a new account.

The screenshot shows a form titled "Create User ID". Below the title, it says "User ID * - cannot be changed in the future". There are three green checkmarks with the following text: "6 to 20 letters or numbers", "Cannot contain special characters", and "Cannot be your Social Security Number or Tax ID". Below these guidelines is a text input field containing "AthenaPlume".

8 Create a password

All users need to create a new password. Note the guidelines for what your password needs to contain.

- **Add** your password
- **Retype** your password to confirm
- **Click Next**

The screenshot shows a form titled "Create Password". Below the title, it says "Password *" with examples: "Statefair1!" or "st@reFair2)". There are five green checkmarks with the following text: "8 or more characters long", "Lowercase letter", "Uppercase letter", "Number", "Special character (e.g. !@?)", and "Cannot contain spaces or User ID". Below these guidelines are two text input fields. The first is labeled "Password *" and contains seven dots. The second is labeled "Confirm Password *" and also contains seven dots. Both fields have a blue eye icon to their right.

9 Verify your email

A verification code will be sent to the email you provided.

- **Type** in the **verification code** from the email
- **Click Create Account**

Step 4 of 4

Keep this web page open!
We have sent a verification code to
AthenaPlume@athene.com

Email Verification

Verification Code (required)

000000

Didn't get it? [Resend code](#)

Create Account

Log in required after creating your account

10 Login

Once your email is verified, you'll be able to use your User ID and new password to log into the new portal.

User ID [Forgot User ID](#)

Password [Forgot Password](#)

Login to Athene Connect →

11 Complete account setup

After you log in, you'll be prompted to finalize your account setup.

- **Click Continue**

Welcome back

Finalize account setup.

Cancel **Continue**

12 Verify your Athene codes

This screen lists your active Athene codes. If any are missing, please call 888-266-8489.

- Click **Set up accounts**

Your Athene codes

We found the following codes associated with your account. If any are missing, please contact us at **888-266-8489**.

Producer/Organization Code	Distribution	Next in Hierarchy
John Producer		
ABC123	National	Organization 1
XYZ456	Annexus	Organization 2

[Save for later](#) [Set up accounts](#)

13 Add staff (optional)

Add support staff to grant access to your account. There is no limit to the number of staff users you can add.

- Determine if staff users are marketers/program managers. Marketers will be limited to sales support content and will **NOT** have access to your book of business.
- Choose whether to give each staff member access to your commission statements.
- When finished, **click Continue**.
- **Click Skip** if you have no staff or would like to add staff at a later time.

Add your staff

Staff will have access to all current and future codes. Staff access can be changed from My Account at any time.

First Name Last Name

Email

Is this person a marketer/program manager?
 Yes No

Do you want this person to see commissions?
 Yes No

[Cancel](#) [Add staff](#)

14 Verify staff

Review and verify the staff you entered, then click either **Edit** or **Add**, or **Continue** if finished.

Review your staff

John Producer

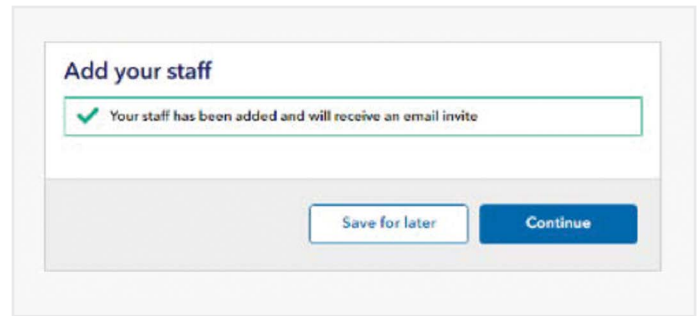
Name	Email	Commissions Access
Sally Staff	sally@email.com	✓ Yes

[Edit or Add](#) [Continue](#)

15 Staff notification

The staff you added will receive an email with an invitation to register. They'll need to follow directions in the email to create their own account.

- **Click Continue**



16 Complete!

You've completed registration for Athene Connect!

- **Click Close**

