

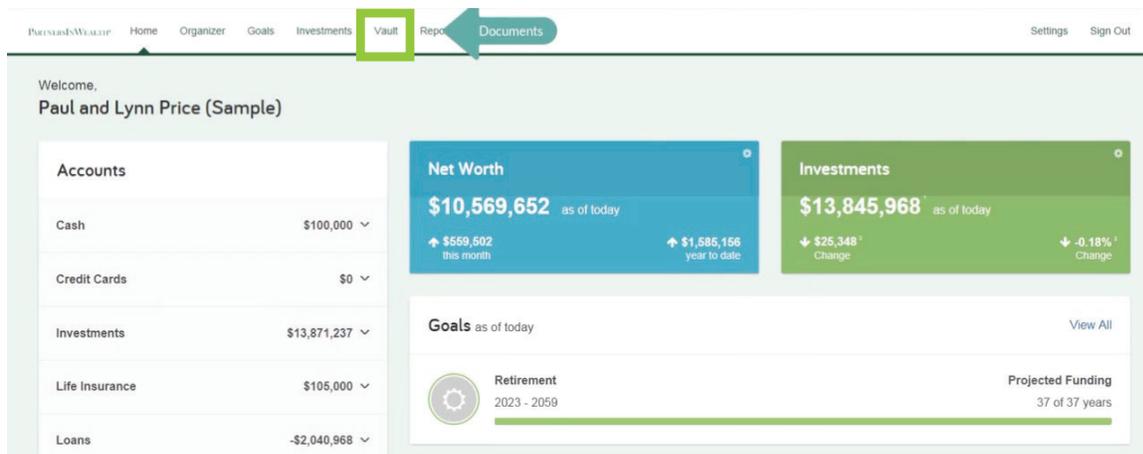


# My Vault and its Four Key Benefits

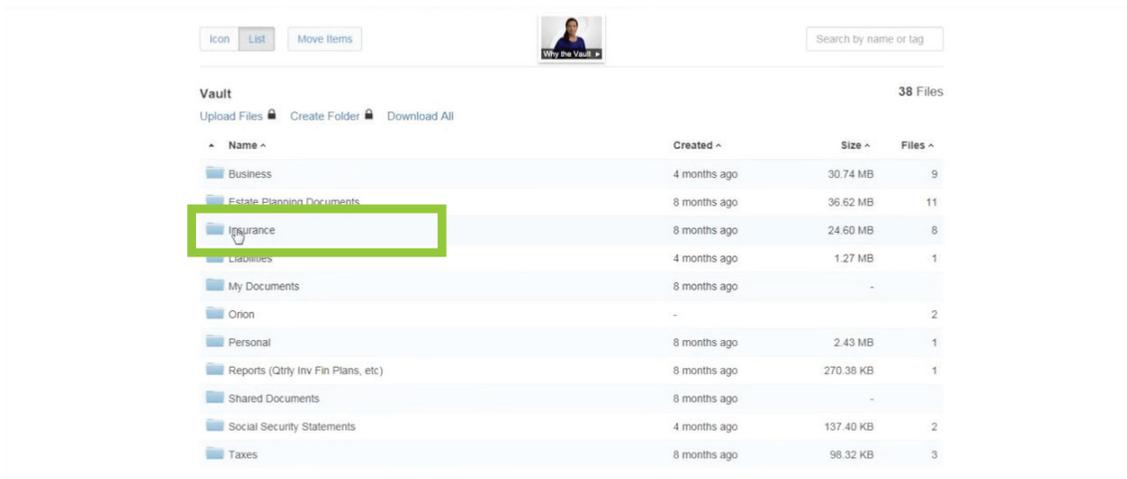
*From staying organized, to being safe, accessible and protected*

All of your important documents — wills, powers of attorney, tax returns, insurance policies, passports, and other critical documents are organized and stored in one safe place where they can't be stolen or physically damaged. Your files are accessible 24 hours a day, 7 days a week from anywhere in the world with an internet connection. Cyber theft is a very real problem and using your myPartnersInWealth Vault is a much more secure way to share information over other methods, like email.

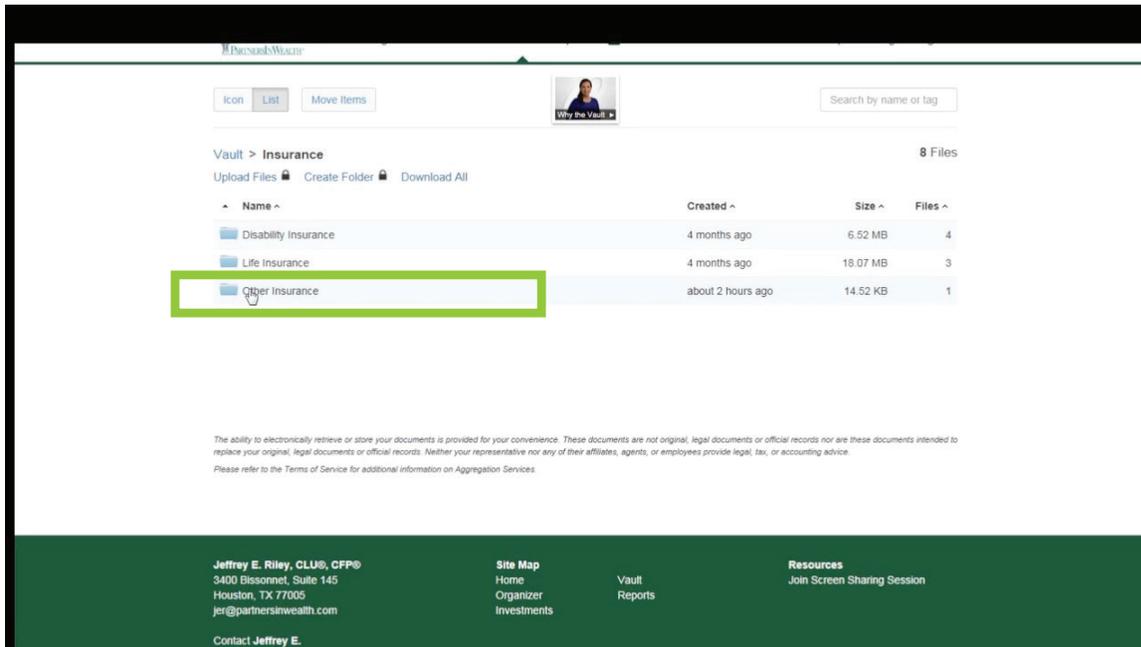
To access your MyPartnersInWealth Vault click as shown here:



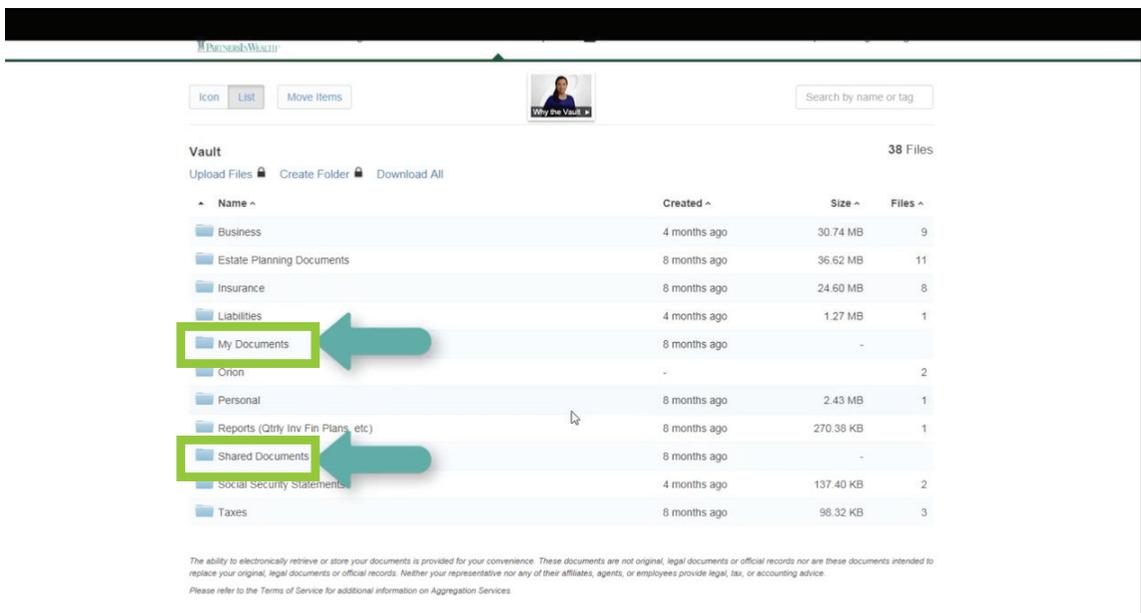
To retrieve a document click on the folder. For example, Insurance



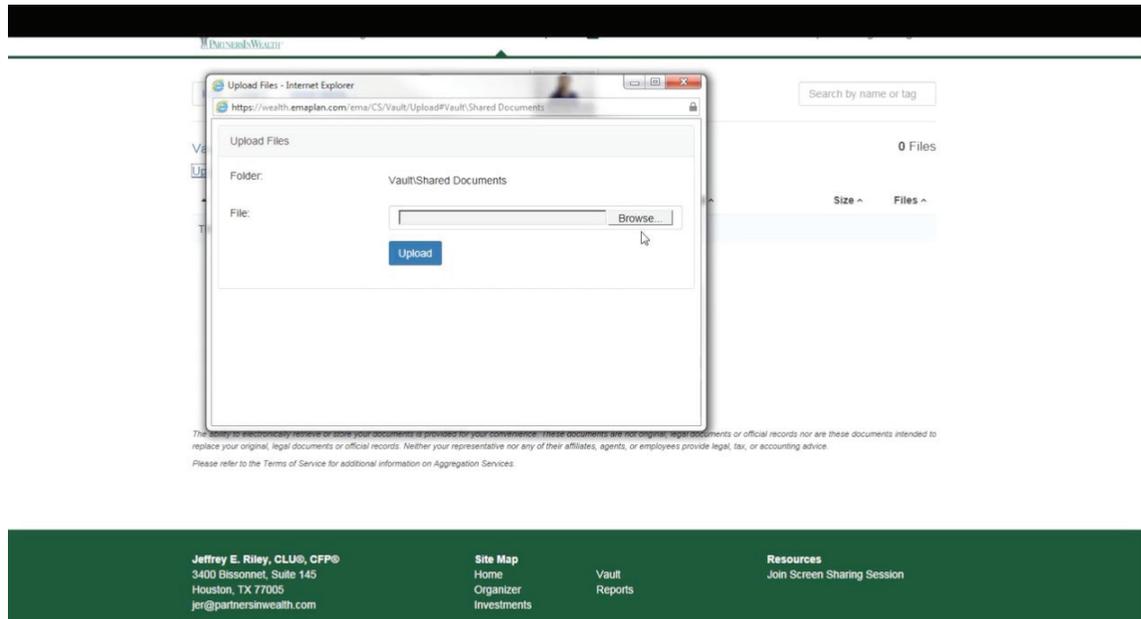
Click and open the document you want. You can view it online, save it to your computer, or print.



There are two special folders in the Vault — Shared Documents and My Documents

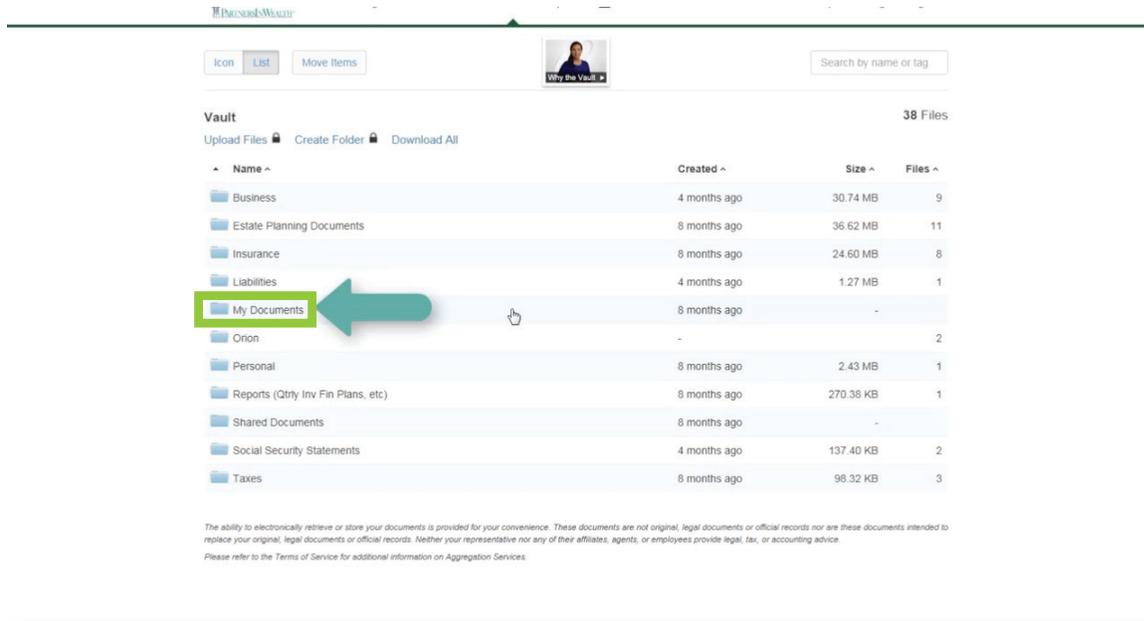


**Shared Documents** is where you can add documents to the Vault. Click on Share Documents, Upload Files. Locate the file on your computer and click to upload.



**If you'd like to move this document to another folder** just let us know — either via email or by phone — and we'll follow your instructions and put it in the folder that you want. For example, a power of attorney would be stored in the folder with your Wills, Trusts, and similar documents.

**My Documents** is your special folder that no one — including the team at PartnersInWealth — can access. **This is your private folder.**



**You're in total charge of this folder.** You can upload files to the folder as illustrated above, as well as create subfolders and manage the content.