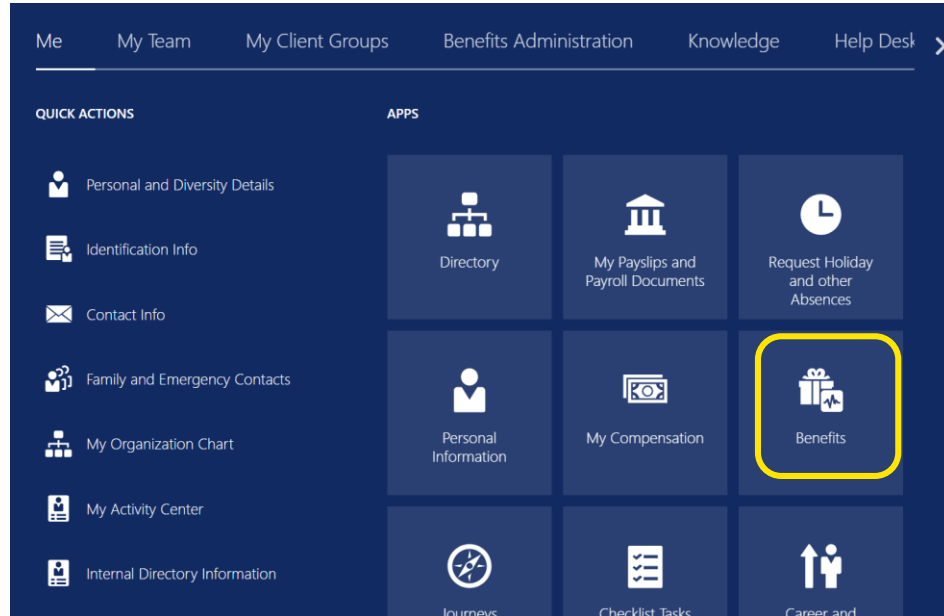


Nomination of beneficiaries in Link

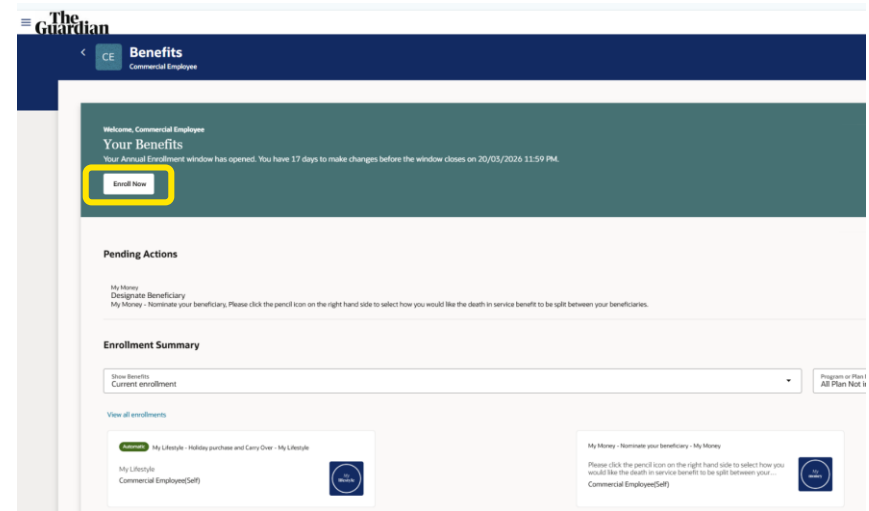
**The
Guardian Link**

How to add your nomination of beneficiaries to Link

1. Click on the 'Benefits' tile under the Me section



2. Select 'Enroll Now'



How to add your nomination of beneficiaries to Link

3. Click on 'Verify people you'd like to cover' and click on '+'.

Commercial Employer
Self-Service Enrollment
Your Annual Enrollment Window has opened. You have 17 days to make changes before the window closes on 20/03/2026 11:59 PM.

Before you enroll Tasks Viewed 1 of 3

Choose how you want to enroll
Please select either option.

☒ Verify people you'd like to cover
Viewed On 05/03/2026

My Dependents +

4. Input the details of your beneficiaries and 'Submit'.

New Contact

Basic info

Name

Title Preferred First Name First Name
Middle Name Preferred Last Name Last Name
Previous Last Name Pronouns

Relationship

Relationship When are you adding this individual? Sex
Date of Birth This person is an emergency contact

Cancel Submit

How to add your nomination of beneficiaries to Link

5. Click on 'Enroll in benefits that matter to you' and then click on 'Edit' under the 'My Money' tile.

Before you enroll Tasks Viewed 2 of 3

- Choose how you want to enroll
Please select either option
- Verify people you'd like to cover
Visited On 05/05/2026
- Enroll in benefits that matter to you**
Visited On 05/05/2026

Enrollment period ends on 30/05/2026
My Health (Annual sign-up) - Dental insurance plan | Private healthcare
My Health (Annual sign-up)
Get Started

Always open
My Lifestyle - Holiday purchase and Carry Over
My Lifestyle (Annual sign-up)
Edit **View Enrollments**

Always open
My Money - Nominate your beneficiary
Edit **View Enrollments**

6. Click on 'Enroll'

My Money - Nominate your beneficiary

CE My Money

My Money - Death in Service | Income Protection | Pension Savings

This page allows you to select how the death in service benefit will be split between your nominated beneficiaries. Please see [here](#) for guidance on how to specify a beneficiary/ies.
If you would like more information or if you have any queries, please visit the [Spoke page](#).

£0.00 | £0.00
Total Cost per Pay Period

Plan: All | Section: All

My Money

My Money - Nominate your beneficiary

Please click the pencil icon on the right hand side to select how you would like the death i...

Enroll **View Details**

Cancel Continue

How to add your nomination of beneficiaries to Link

7. Input the details of how you would like the death in service benefit to be split between your beneficiaries.
Select 'Save' and then 'Continue'.

My Money - Nominate your beneficiary

Please click the pencil icon on the right hand side to select how you would like the death in service benefit to be split between your beneficiaries.

Show coverage and rates

⚠ You haven't designated any beneficiaries yet.

• Divide the percentage of your benefits among as many beneficiaries as you like.
The total percentage should not exceed 100%.

Beneficiaries

COMMERCIAL DEPENDANT (Child)

Primary %

Cancel Save

8. Review your selection and click on 'Submit' once complete.

My Money - Nominate your beneficiary

CE Review and Submit

Total Cost per Pay Period	£0.00
Pretax	£0.00
After Tax	£0.00
Annual Cost	£0.00

My Money

My Money
My Money - Nominate your beneficiary
Please click the pencil icon on the right hand side to select how you would like the death in service benefit to be split between your beneficiaries.
Primary Beneficiaries: 100% COMMERCIAL DEPENDANT
Coverage: £50,000.00

Cancel Submit

2 | 2

My Money

Review and Submit

The
Guardian Link