

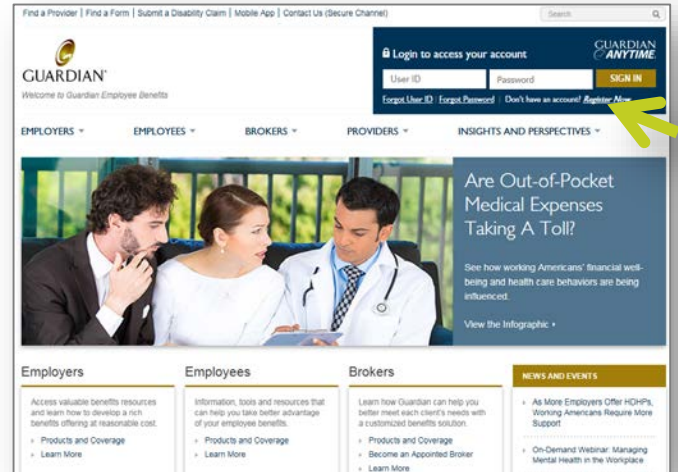
GuardianAnytime helps you make the most of your workplace benefits

Information when and where it's convenient for you:

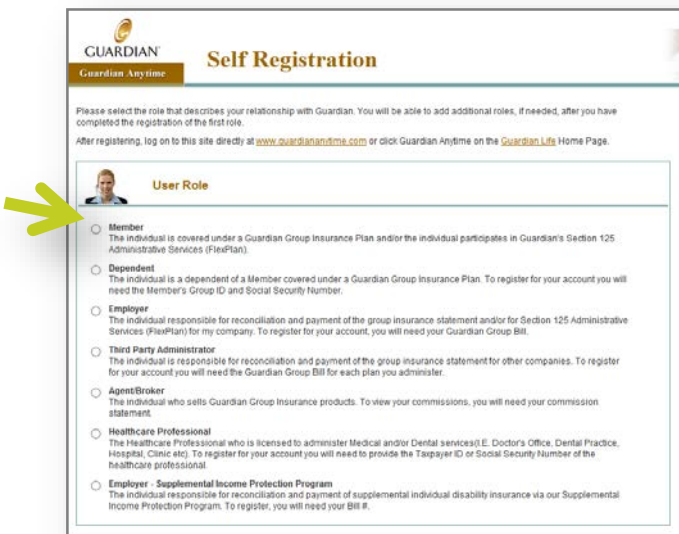
Registering at GuardianAnytime takes just a few minutes, but gives you access to many tools that help you take full advantage of your benefits

- Find a provider and estimate costs
- Check claim status and receive emails when claims are paid
- View, download, and print materials:
 - ✓ Benefit Summaries
 - ✓ Forms
 - ✓ Certificate Booklets
 - ✓ Member ID Cards
 - ✓ Provider Directories

1 Go to www.GuardianAnytime.com, and click on the words "Register Now"



2 Choose your User Role by selecting "Member"



3 You must choose "I Agree" to the Member Disclosure Statement in order to continue



Complete the Registration Process by following the instructions on the back of this page




GuardianAnytime Registration

4 Complete your profile by filling in the required fields of data

Register for a Guardian Anytime Account
Please Complete all required fields to register for a Guardian Anytime Account.

* Required Field

 **Create your Profile. It is simple and secure**

Member Information

First Name: *

Last Name: *

Personal E-Mail Address: *

Confirm Personal E-Mail Address: *

Telephone Number: [What will we e-mail you?](#)

To protect the privacy of your information, the following information will be validated to confirm your identity. All fields are required.

Member's ID / Social Security Number: Do not enter any leading alpha characters.

Important: Enter your ID or Social Security

Alternate ID:

Date of Birth: / *

Important: Enter your date of birth, month and day only

Group ID: * Please enter numbers only

You will need your Plan Number, which is located on the front side of these instructions, near the top right corner of the page

5 Complete the process by creating a User Name and Password that you'll remember, then click the "Submit" button

Create a User Name and Password

User ID: *

Password: * [Guidelines for User ID and Password](#)

Confirm Password: *

Your challenge question will be used if you need to reset a forgotten password.
Please select a question from the list or create your own and enter the Challenge Answer.

Challenge Question: Select * [Guidelines for Challenge question and answer](#)

Own Challenge Question: *

Challenge Answer: *

User ID and Password Guidelines

Guidelines for creating your User ID :

- Must be at least 8 characters in length.
- Must not be more than 50 characters in length.
- Must be a combination of letters and numbers.
- Must not contain special characters such as #, @, \$, !, / etc
- Must not contain spaces.
- User ID's are not case sensitive.

Guidelines for creating your Password:

- Minimum of 8 characters and maximum of 50 characters in length.
- Must contain at least one uppercase, one lowercase letter, one special character or one number.
- Must not contain spaces.
- Your password is case sensitive.
- Must not contain your first name, last name, User ID or e-mail address.
- Must not contain more than 2 consecutive identical characters.

6 Click the "Submit" button to finish

