



KEATING & ASSOCIATES, INC.  
Telephone & Internet access to your Nationwide Account

There are two ways to inquire about your Pension Account: **the 800# and the Internet.**

**800 Number Access:**

1. The phone number to use is **1-800-772-2182.**
2. The first time that you call the automated system it will ask you for a pin number. That number for the first time is **1234.**
3. The automated system will instruct you to enter a *new* four-digit pin number; this will be the number that you would use the next time you call.
4. The automated system will lead you through the steps to make your transaction.

**Internet Access:**

1. Your account can be accessed online by going to [www.nationwide.com/login](http://www.nationwide.com/login)
2. As a first time user, you will need to register. Click on *Sign Me Up*.
3. Enter your **Social Security Number** (no dashes) and the **Account Number**, \***321XXXXX**.  
\*You can find your Account Number listed on the first page of your Quarterly Statement, directly under your employer's name
4. Click on "**Next**" at the bottom of the screen.
5. A screen will come up that will prompt you to put in a login and a password. Both of these have to be at least eight characters long and are **case sensitive** (if you use capital letters then you have to continue using capital letters and vice versa). Generally people use their **social security number** as the **login** and choose an eight-character alphanumeric password that you can remember. You will use this login and password each time to access your account.
6. The last screen asks for your e-mail address and for you to select two questions and provide answers.

Listed below is a quick reference of options available once you login to your account on the Internet.

- **Explore Funds** – Provides monthly earnings and a description of the fund  
**This will also take you to Fund Evaluator.**
- **Move Money** – Allows you to move your existing assets from one fund to another.
  - **Reallocate Balance** - Gives you the option to reallocate your existing assets to the same fund choices as your future contributions and allows you to change your fund choices for future contributions if you haven't done so already. You are also allowed to ask the system to "automatically" restructure your account on a quarterly, semi-annual or annual basis. If you would like this option, click "yes" when the system asks, then select the frequency on the next screen and hit submit.
  - **Transfer Between Funds** – Allows you to exchange assets from one fund to another.
  - **Allocate Future Funds** – Allows you to change your fund choices for future contributions.
- **Manage Profile** – Allows you to change your e-mail, password, username, and address.
- **Contact us** - An 800 number to contact Nationwide in case you have general questions or comments concerning the web site.
- **Logoff** - Exit so that login and password are required to re-enter account again.

If you have any questions or problems you may contact Nationwide at 1-888-867-5175.