

Reporting a life claim online at My Lincoln Portal®

MyLincolnPortal.com is a fast and easy way to securely report a life claim to Lincoln Financial Group.

Use My Lincoln Portal® 24/7 to:

- Submit a new life claim
- Add/update beneficiary information

Events that can be reported for an employee or dependent include:

- Death
- Accelerated death benefits
- Dismemberment/loss of sight
- Waiver

How do I report a life claim?

1. Log on to **MyLincolnPortal.com**.
2. Click **"Report a New Life Claim."**
3. Provide the following supporting information:
 - **Company information**
 - Company address
 - **Claimant/beneficiary information**
 - Employee SSN or employee company ID
 - Employee first and last name, DOB and gender
 - Address information
 - **Policy information**
 - Date employed
 - Date last worked
 - Scheduled work hours
 - Earnings
 - Coverage amounts after earnings
 - Work status
 - **For dependent claims**
 - Dependent first and last name, DOB and gender
 - Relationship to employee
 - Address information
 - **Enrollment information**
 - *(two full years, if contributory coverage; screenshots are acceptable)* will need to be uploaded with your portal submission along with a Beneficiary designation *(screenshot is acceptable)* for employee death claims
 - **Other helpful information, if applicable**
 - Date of death, date last increase/decrease and reason, if on approved leave with another carrier, please provide leave documentation

©2021 Lincoln National Corporation

LincolnFinancial.com

Lincoln Financial Group is the marketing name for Lincoln National Corporation and its affiliates.

Affiliates are separately responsible for their own financial and contractual obligations.

LCN-3591305-051321

MAP 6/21 **Z02**

Order code: AM-LCMLP-FLI001

