

# Tools to help you manage your book of business

# **Client Accounts**

- View your total assets, client account balances and recent activity
- Review your personalized Message Center for reminders and updates
- Process transactions and complete account maintenance for your clients

#### Accessing Client Accounts

- Go to Log In and then click Log in to Client Accounts
- 2 Enter your Vision ID and password to log in
- If you don't have a Vision ID, click Sign up for a Vision ID/password and you'll receive your credentials from Vision in 1 to 3 days

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Have you ordered you 2024 RMD report yet? Order your personalized report today and find out which clients need to take required minimum distributions (RMDs) in 2024.	(for Fin To access yo and passwo	Accounts Login ancial Professionals) ur American Funds client list and ac rd. ould <b>log in</b> through our investor wet 2	
	C Remem	ber my Vision ID	Access new account applications

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### Using Client Accounts

4 Assets & Client List

View your total assets and list of American Funds clients

#### 5 Client Search

Look up your clients' accounts by name, account number or BIN

**6** Personalized Message Center View reminders and client account updates

If you'd like to also receive these reminders and updates via email, sign up at <u>capitalgroup.com/notifications</u>.

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512,278,872.8	o 	Message Center ①	Dismissed f	Messages (0)*
Client	Total Assets (1)	Advisor Reminders (1)		
MILLER FAMILY TRUST	\$2,104,055.67	Order your RMD report	now to ensure your clients meet the December 31	Dismiss
WONDELL, FRAN	\$1,522,865.62	Don't risk a 50% tax pena	Ity for your clients. Order your RMD report today to	
KENT, SHELBY	\$1,428,782.19	1	ts need to take a distribution this RMD season.	
GONZALO, DAVID	\$979,659.29	Learn more Yesterday		
MCMERGE ELEVEN	\$595,064.21	04/27/2020		
BEN MEZD, IFAN	\$546,045.29	Client Account Update:	: (2)	
RESTORE THE ETERNALS TRUST FUND	\$455,542.57	ALERT	c withdrawal plan for American Funds U.S.	Dismiss
REX, BRACUS	\$432,298.14		et Fund - A may soon deplete the account balance.	
GREGORY, CARSON	\$411,120.60	Account: 123456789 03/06/2020		
ETERNAL, FANE T	\$226,458.98			
$\rightarrow$ V	iew Full Client List		e received from HOMETOWN BROKERAGE. et reflect the transfer of assets.)	Dismiss
> Top Financial Transac		Account: 987654321 04/20/2020		

### Transacting in Client Accounts

#### 7 Transactions

Process client transactions online:

- Buy shares
- Sell shares
- Exchange shares
- Rebalance the account

To learn more about Client Accounts, watch video tutorials and more, visit <u>capitalgroup.com/overview</u> or scan the QR code with your phone's camera.



Portfolio	Portfolio Value Hist	ory Sta	atements & Tax Form	าร		
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Buy Class A Sha American F Market Fur → View per	Sell Exchange ares Funds U.S. Government id (AFAXX)			NAV	More Shares	Options ▼ Curren Valu

# **Account Resource Center**

- Find information to help you set up and manage client accounts
- Access forms, reports and procedures
- Get important reminders, service tips and answers to common client questions

## Accessing and using the Account Resource Center

- Access the Account Resource Center under Tools & Resources
- 2 Find forms and how-to information by account type
- Order IRA reports, explore Client Accounts and review policies and procedures
- Review popular topics, including timely reminders, service tips and FAQ

You can also easily access the Account Resource Center at capitalgroup.com/resources, or scan the QR code with your phone's camera.





### Ordering IRA reports



# Submit documents online

- Easily and securely submit forms and applications online
- Submit any document you would normally fax
- Access the online submission tool from multiple places on our website

Locate the tool these three ways:

- Click the **Submit Documents** button from any page in the Account Resource Center
- Access Submit Documents Online under Tools & Resources
- Go to <u>capitalgroup.com/submitdocuments</u>



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