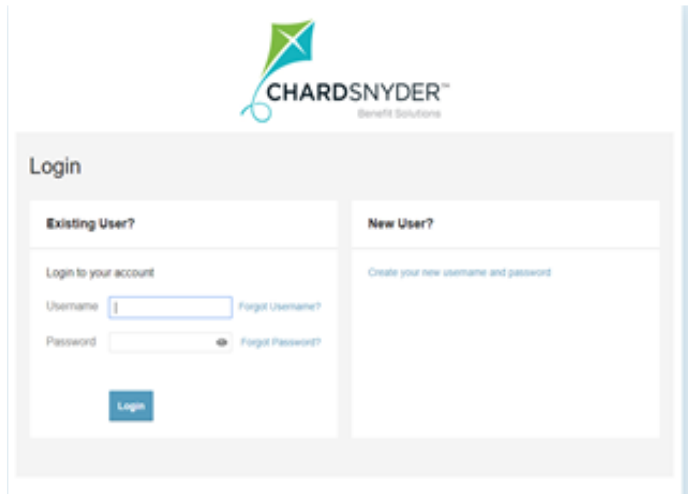
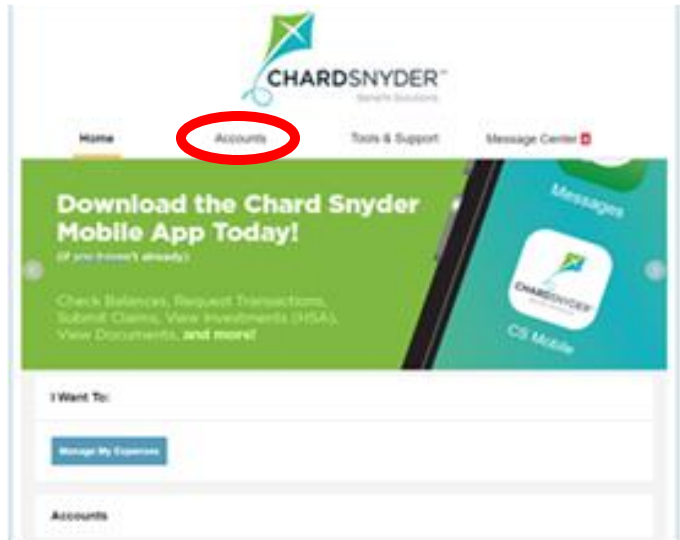


To view your Chard-Snyder account or account activity,

1. Go to [www.chard-snyder.com/secova](http://www.chard-snyder.com/secova)
2. Enter your username and password
3. Click “log-in”
4. If you have not set up your account:
  - a. Your login user name is your full social security number with no dashes and no spaces; and
  - b. Your temporary password would be the last four digits of your social security number.



5. Click on the “Accounts” tab



6. Select from:
  - Account Summary
  - Account Activity
  - Expenses
  - Claims
  - Payments

