

Pensions Made Easy®

Request your distribution online.

1 Log in:

Go to www.pensionsmadeeasy.com. Click on “Participant (P-PAW) Login” in the gray box toward the bottom of the page which will then take you to the Participant Login screen as seen to the right. You will click on *New User Sign-Up* if you have not used this system before. If you have used it, you will enter your User Name and Password click **Login**.

Retirement Experts
DPS
Dynamic Pension Services

Participant Login

Existing User: Type in your user name and password below. Your user name and password are case-sensitive.

User Name:

Password: Show password

[New User Sign-Up](#) [Forgot Password?](#) [Distribution P-Paw Instructions](#)

2 New User - Create your Username and Password

Provide the indicated information and create a user name and password.

NOTE: We now use a third-party verification service to authenticate your identity. You will go through their system before proceeding to Step 3.

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New P-PAW User - Step 1 of 3

New User: In order to gain access to the DPS Participant Activity Wizard, please provide the information below and click the "Next Step" button.

Email:

Confirm Email:

SSN: - -

Date of Birth: (MMDDYYYY)

Create User Name: (text: first initial, last name)

Create Password: (must be at least 6 characters)

Confirm Password:

3 Start the wizard

Click “Start Wizard”. Next follow the prompts to choose the plan you wish to request the distribution from and enter or confirm your personal information.

Activity Wizard Tax Notice Contact Us

Participant: Website1 Test Log Out

Welcome

Welcome to the DPS Participant Activity Wizard.

This tool will allow you to enter activities which involve termination of employment, loss, hardship, and in-service withdrawal requests.

You may opt out of using this internet site and use, instead, a paper means of communicating with our office regarding your distribution request. However, using paper will not only delay the processing of your request but also may increase the cost of our administrative fee to finance your request.

If you wish to communicate with our office via paper, please exit from this site and call our office at 817-434-4488.

Dynamic Pension Services, Inc. is the sole owner of the information collected on this site. We only have access to information that you voluntarily give to us via email or through other contact with us. Dynamic Pension Services, Inc. will not sell or rent this information to anyone. To review our Privacy Policy please click the highlighted phrase.

Wizard Progress:

4 Tax Notice

Print and/or read the tax notice. Use the scroll bar to go to the bottom of the notice and check “I acknowledge receipt of this notice” and also click “I Accept” at the bottom of the page.

Activity Wizard Tax Notice Contact Us John Hancock Info

Participant: Website1 Test Log Out

IMPORTANT TAX NOTICE

Please read and print off the following "Tax Notice" as it contains important information concerning your benefits and their potential taxation. You MUST scroll down to the bottom of the tax notice and click the "I acknowledge receipt of this notice" checkbox.

Information we use to receive tax treatment or payments from employer plans includes: IRS Publications 575, Pension and Annuity Income; IRS Publication 590-A, Contributions to Individual Retirement Arrangements (IRAs); IRS Publication 590-B, Distributions from Individual Retirement Arrangements (IRAs); and IRS Publication 571, Tax-Sheltered Annuity Plans (403(b) Plans). These publications are available from a local IRS office, on the web at www.irs.gov, or by calling 1-800-TAX-FORM.

I acknowledge receipt of this notice

By hitting the "I Accept" button you are acknowledging receipt of this notice and waive your 30 day period to consider your options.

If you wish to have 30 days or more to consider your options, please hit the "I Decline" button and you will immediately exit the program. You may start again after you have consulted with family, legal and/or tax advisors concerning your options.

Wizard Progress:

5 Select activity

Select the activity you are requesting and answer the subsequent questions related to that activity.

6 Select your desired payment method

Indicate how much you would like to withdrawal as well as how you would like your distribution paid out. Complete the information as requested on all screens that appear next.

7 Review your information

After completing all required screens, review the information you have entered and click **Submit**.

8 Confirmation

Print or write down the confirmation number you receive (P-PAWXXXX-XXX). A confirmation will also be emailed to you at the email address you have supplied through this process.

Congratulations – your distribution request will now be processed through our office.

If you have any questions, please call us at (937) 434-4488 or email us at clientservices@dpstpa.com. Thank you.