Accessing Your Tax Documents

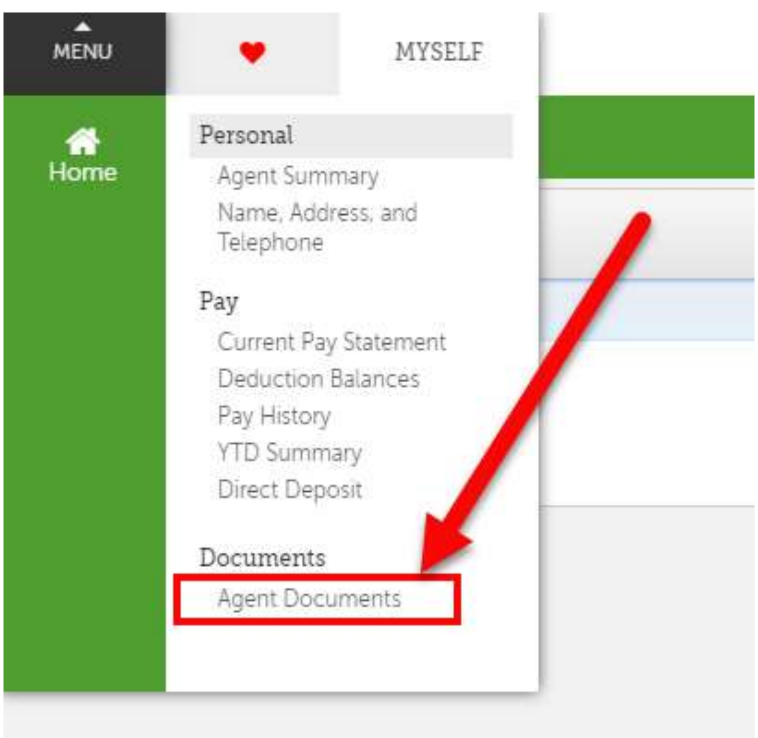
Introduction

Follow the steps below to retrieve your year-end tax documents in the Commission Payment Portal.

Note: If you have multiple companies and want to retrieve tax documents for all companies, you **must** follow the steps below for **each** company.

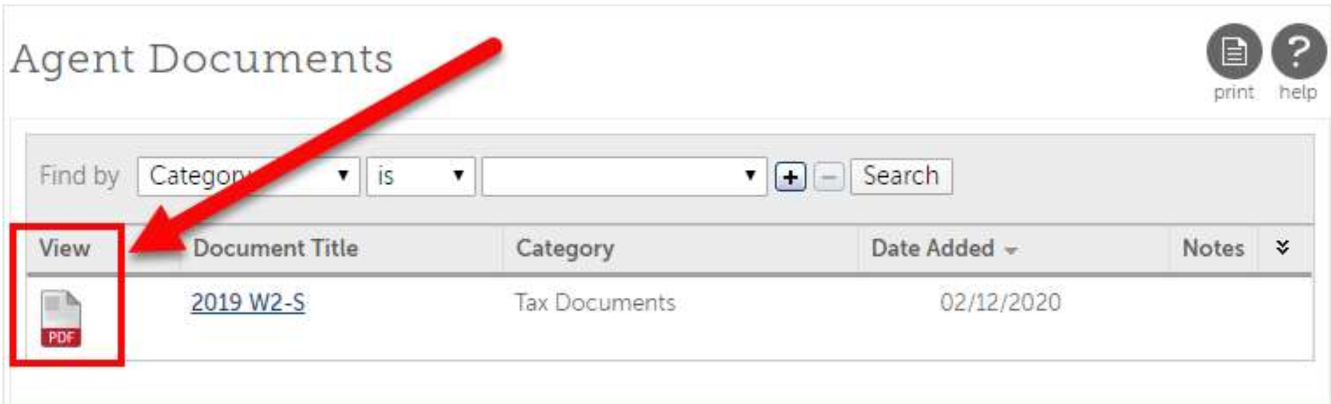
Accessing Your Tax Documents

1. Sign into the Agent Portal at nationallife.com as you normally do.
2. Enter the Commission Payment Portal by clicking the **Compensation** button on the Agent Portal home page and choosing **Commission Payment Portal**. A new tab in your browser will open and the Commission Payment Portal main page will be displayed.
3. Click the **Menu** button in the top-left corner of the main page, and then choose **Agent Documents** from the **Myself** menu, as shown below.



For Agent Use Only – Not For Use With The Public

4. The tax documents available to you will be displayed in the list on the Agent Documents page. To download a document, click the PDF icon shown in the **View** column for the document, as shown in the following illustration.



Questions/Issues:

If you have any questions about the Commission Payment Portal or the Commission Earnings Report, please call our Customer Experience Center staff at 800-906-3310 and they can assist you. As a reminder, we will ask you to answer three questions to verify and protect your identity.

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