



LifeSecure Self-Serve Application Tips

Note: Employee must complete and submit their application before the Spouse can apply.

To qualify for the spousal discount, both applications must be submitted within 10 days of each other.

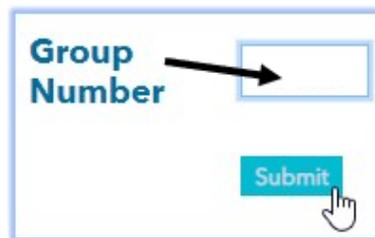
Instructions for Employee to access the Worksite Self-Serve Portal

Step 1. Access our website: <https://www.yourlifesecond.com/home>

Step 2. Click “Secure Login” then “Worksites & Associations”.



Step 3. Enter the group number **XXXXXX**, then click ‘Submit’ (Be sure the Username and Password are blank).



Step 4. Click “E-Application” then “Application” to begin a new application. (DO NOT go through the Quote Calculator).



Instructions for Spouse: After the employee has successfully submitted their application, please follow these same instructions to submit the application for the spouse/partner (**Please note, when prompted to set up a user name / password, do NOT use the same one the employee previously used when submitting their application**)

- Please write down your username and password that you have selected for yourself and your spouse/partners for future reference.



To access and complete an application (that had been previously started), please log into the Worksite Self-Serve portal by following these instructions:

Step 1. Access our website: <https://www.yourlifesecond.com/home>

Step 2. Click “Secure Login” then “Worksites & Associations”.



Step 3. Login with the Username and Password you had created when you originally began data entry of your application. **(Note: The employee and spouse will each have their own login credentials).** Your User Name is: xxxxxxxx **(Note: this is case sensitive).**

(If you do not recall the Password, please click below where it says; “Did you forget your Password”. You will then be required to enter the group #, last 4-digits of your SSN and your 5-digit zip code to reset your password.)

Step 4. Once successfully logged in, you will have access to the ‘Application in Process’ page. Click the blue bolded “Long Term Care” to access your application. Follow the prompts to finish then submit.

If you have any questions, please call
Agent Support Department: 866-582-7701, Option 2, or email:
AgentSupport@YourLifeSecure.com, Monday – Friday, 8:00 am – 7:00 pm ET