Welcome to Oppenheimer

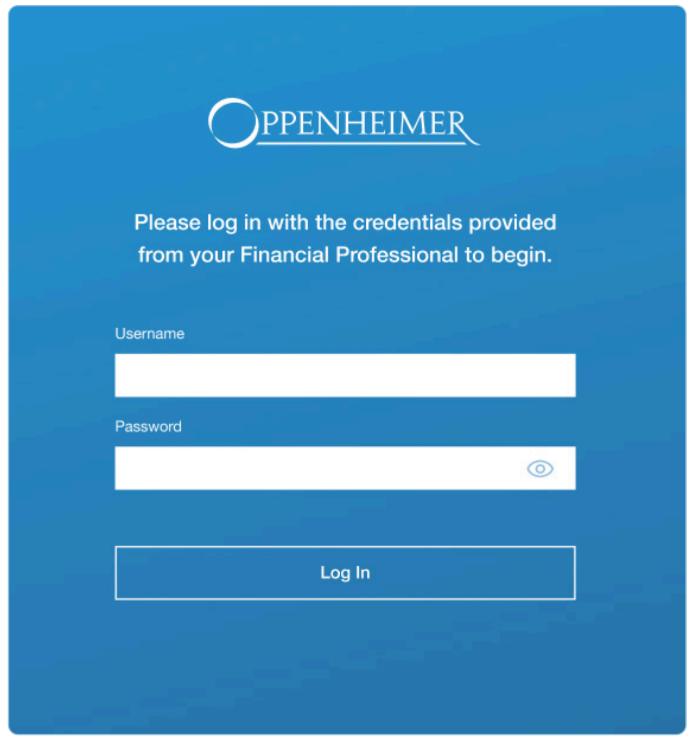
Investor Gateway How-To Guide

OPPENHEIMER

Set Up Your Account

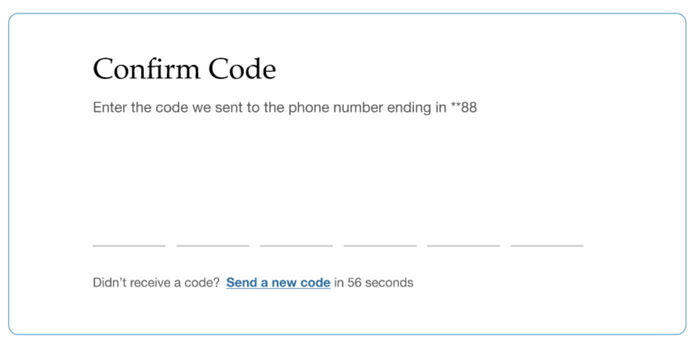
Please refer to the two welcome emails from your Oppenheimer Financial Professional to help you get started. Click the provided link to begin account setup.

1. **Log in** using the temporary username and password from the email.
2. Review and accept the Consent & Disclosures by checking all boxes and selecting **Continue**.
3. Enter your personal information and verify accuracy before clicking **Continue**.
4. Create a secure password on the Choose Your Password screen.



This is the first log in screen you will see in the Investor Gateway. Please use the credentials provided via email to get started.

5. Enable Multi-Factor Authentication (MFA) for enhanced security by selecting Enable MFA on the Account Security screen.
6. Confirm your identity by entering the 6-digit code sent to your phone number.



Complete Multi-Factor Authentication (MFA) using the 6-digit code sent to the phone number you provided.

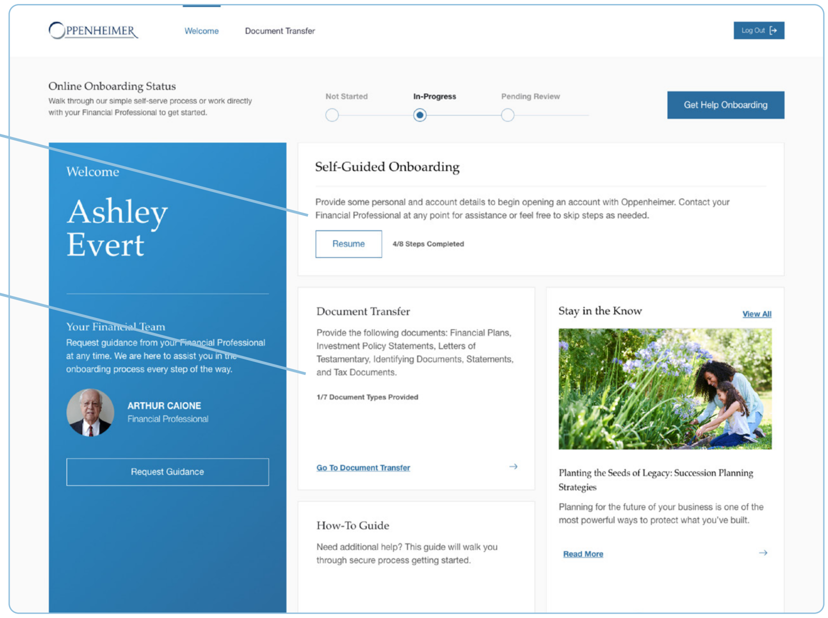
Dashboard Navigation:

Once you have successfully logged in, you can utilize key features available on your dashboard:

Quickly onboard and open or tranfer an account with Oppenheimer

Upload documents using the Document Transfer

You can complete these tasks during or after the Self-Guided Onboarding process.



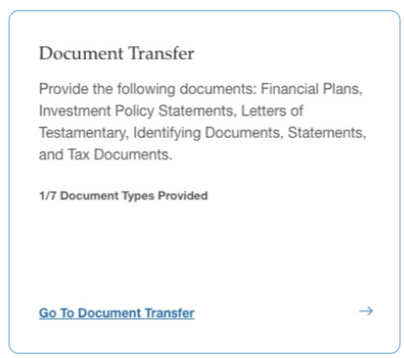
Need Assistance?

Click the **Request Guidance** button on the welcome screen or the Get Help Onboarding button in the top-right corner. A pop-up will appear for you to select your preferred contact method. After specifying your needs, click **Submit Request**.

Document Transfers:

To upload documents outside the onboarding process, access **Document Transfer** via the Welcome Screen navigation or Dashboard Tile. Click Go to Document Transfer to upload documents.

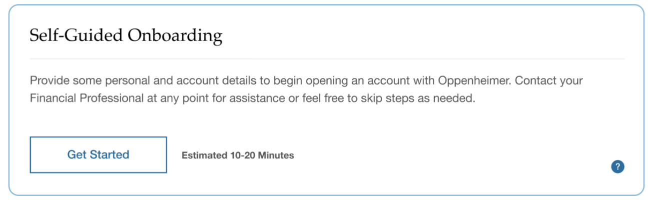
You can save your progress at any time by selecting **Save & Exit** during onboarding, document uploads, or account transfers.



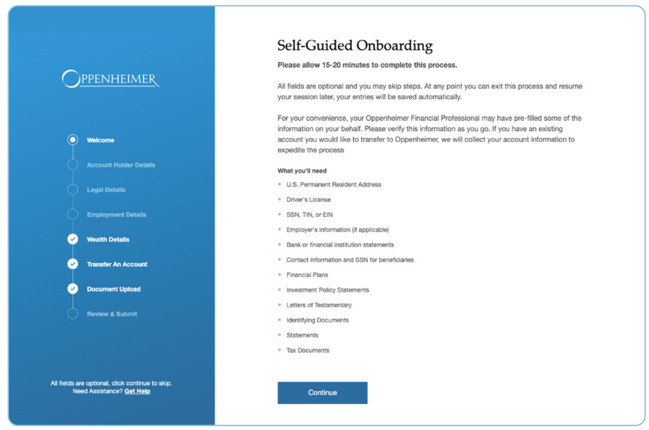
Document Transfer on the Welcome Screen

Open an Oppenheimer Account:

1. **Access Onboarding:** Click Get Started in the Self-Guided Onboarding section of your dashboard.
2. **Enter Account Holder Details:** Fill out the required fields and review for accuracy, then click Continue.
3. **Provide Additional Information:** Complete any optional fields on subsequent screens and click Continue when finished.



Access the Open Account flow from the Self-Guided Onboarding widget on the Welcome Screen.



Skip steps or move around the flow from the progress panel on the left. Save and exit at any time.

Note: Providing additional information is optional and not required to open an account. You can skip any of these steps by clicking **Continue**.

Transfer Your Accounts:

1. **Initiate Transfer:** On the Transfer an Account page, provide your account details.
2. **Add Additional Accounts:** To transfer more than one account, click + Transfer Another Account after entering the first.
3. **Complete Transfer:** Once all accounts are added, click Continue to proceed.

Note: You can choose to **Skip Transfer** during onboarding process if desired.

Uploading Documents:

1. **Access Document Upload:** Navigate to the Document Upload screen during onboarding.

2. **Skip Option:** If you prefer to upload documents later, click Skip Document Upload.

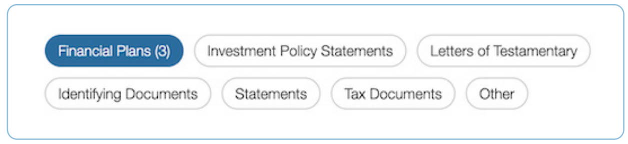
3. **Select Document Category:** Choose the appropriate category for your document.

4. **Upload Document:**
   - Drag and drop your file into the designated area.
   - Alternatively, click Choose File to select your document.

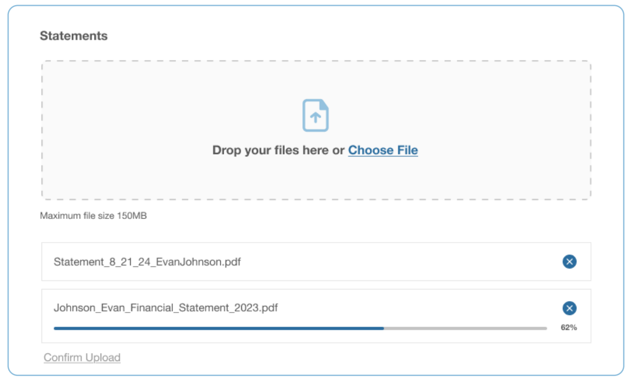
5. **Remove Document:** To delete a document, click the 'X' next to the file.

6. **Confirm Upload:** After uploading all relevant documents, click Confirm Upload.

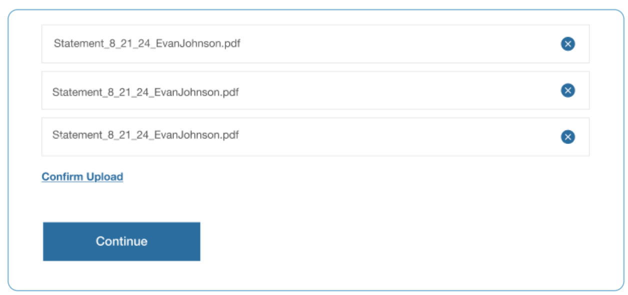
7. **Proceed:** Click Continue to move to the next step.



Document Categories



Drag and drop files or select directly from yout computer.



To ensure your files are saved before leaving this screen, click Confirm Upload before continuing.

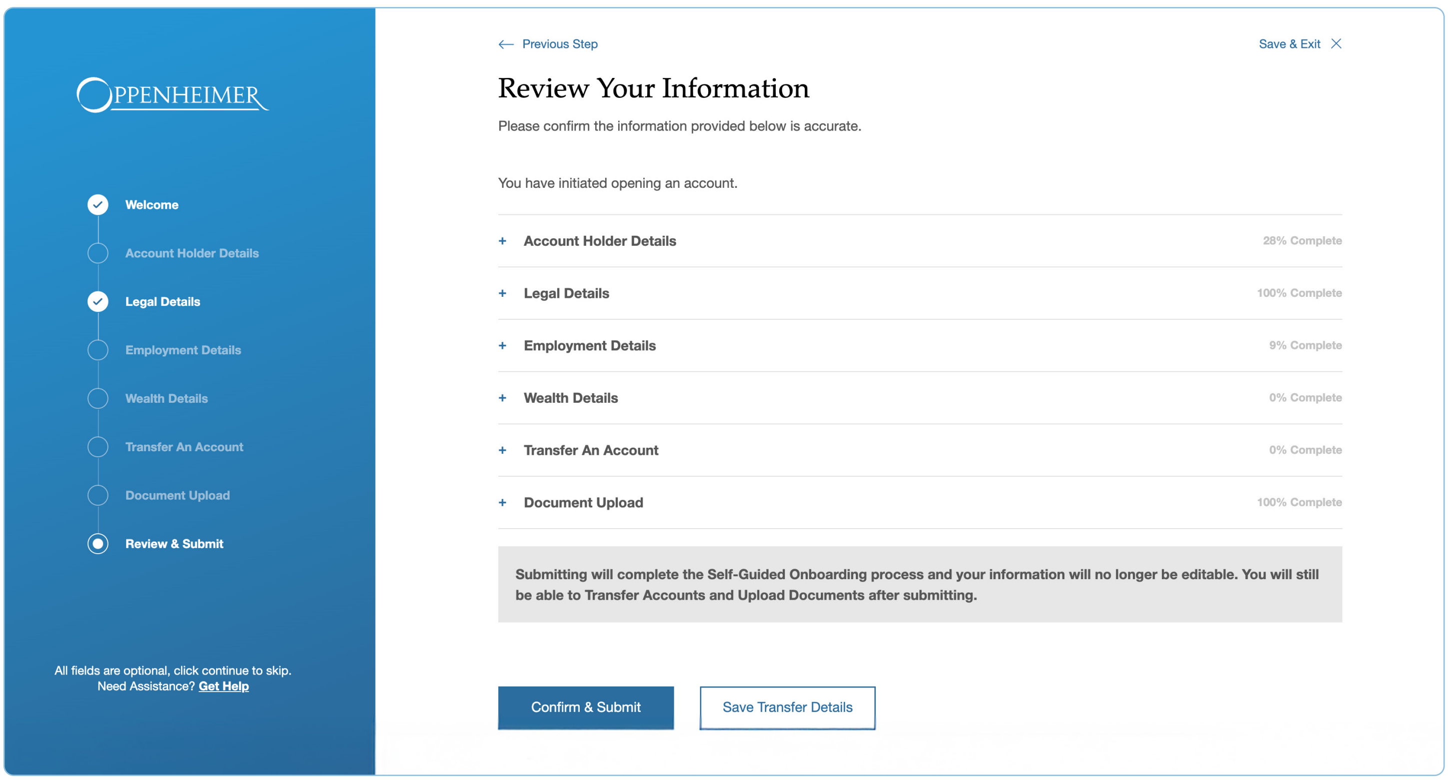
Note: You can save your progress at any time by selecting **Save & Exit** during the onboarding process.

Review Your Information:

Upon reaching the Review Your Information screen, you'll have the opportunity to:

1. **Verify** all details you've provided during onboarding.
2. **Edit** any information if necessary.
3. **Confirm & Submit** the completed information to your Financial Professional.

Ensure all details are accurate before final submission.



Important!

Once you click **Confirm & Submit**, the information you've provided will be sent to your Financial Professional. You will not be able to edit this information afterward. However, you can still upload documents later using the Document Transfer in your dashboard.