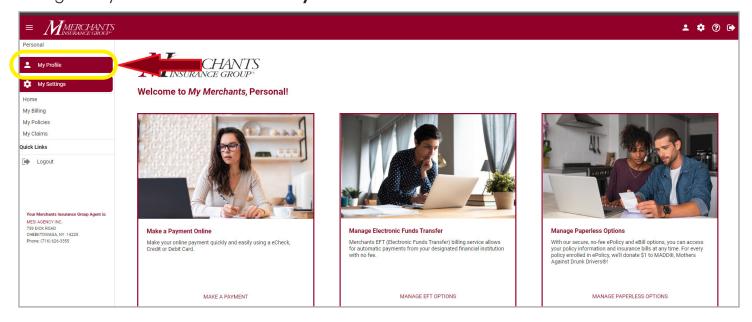




## **How to Update your Email**

To update your email in the My Merchants Policyholder Portal, follow the steps below.

1. Log in to your account. Click on My Profile.



2. Click on the **General Information** tab. Enter the new email in the **E-mail** field and click **Save Changes**. A confirmation email should arrive shortly.

