# **TFA IMPORTANT CONTACTS**

### Striving to ensure excellent service to TFA Representatives.

## TRANSAMERICA FINANCIAL ADVISORS

#### Main Phone Number: 770-248-3271

- Option 1 Customer Help Line
- Option 2 TFA Registration and Securities Licensing
- Option 3 TFA Business Review
- Option 4 TFA Advisory Services
- Option 5 TFA Account Reassignment
- Option 6 TFA Brokerage Accounts and Pershing

TFAconnect Password Resets	<ul> <li>To reset passwords, select "password reset" on the login page.</li> <li>If you become locked out of your TFAconnect email, please allow 15 minutes for the system to reset and then try logging in again.</li> <li>If you need help with resetting your password, please create a support case on MyWFG.com by selecting Help located at the bottom of any web page.</li> </ul>
Account Reassignments (Securities Products only)	For representative reassignments on client accounts, please email <u>TFGtransfers@transamerica.com</u> .
Advertising Review	<ul> <li>Please submit all items for review via <u>Red Oak</u>, which is accessible by going to: MyWFG.com &gt; Menu &gt; Recruiting &amp; Selling &gt; Marketing Resources &gt; Advertising Requests &gt; Red Oak &gt; Launch Red Oak &gt; Input your agent Red Oak username and password</li> <li>If you have questions about the following items, please email redoakinformation@transamerica.com:</li> <li>Retail communications <ul> <li>TFA representative websites</li> <li>Public appearances</li> <li>Sales contests</li> <li>Signage</li> </ul> </li> </ul>
Business Review	Please submit questions regarding suitablity or requests for additional information on suitability notices to <u>TFABusinessReview@transamerica.com</u> or call 770-248-3214.

Compliance	Active and/or pending TFA representatives may send compliance-related questions to <u>TFACompliance@transamerica.com</u> . This includes: • U4 Section 14 disclosures • Customer complaints (Written or Verbal) • Regulatory inquiries • Audits • Audits • AML • Privacy Policy • Outside brokerage accounts Fax completed forms to 877-539-0338.
Investment Advisory Services/Advisory Compliance	Questions related to Transamerica ONE, please email <u>transone@transamerica.com</u> . Questions related to Transamerica ALPHA, please email <u>transalpha@transamerica.com</u> . You may also call 844-487-2671. Assistance can be provided for the following: • Fee-based products and services • Transamerica Wealth Management Strategies Platform • Form ADV Part 2A and Part 2B • Annual client reviews • Policies and procedures manuals
Pershing Business	<ul> <li>Please email <u>TFAbrokerageservices@transamerica.com</u> or call 727-299-1693 for:</li> <li>Trade- and Non-Trade-Related Inquiries</li> <li>Letter of Indemnification</li> <li>To obtain a GSR#, email <u>TFARegistration@transamerica.com</u></li> </ul>
Regional Branch Managers (RBMs)	<ul> <li>Assistance Line: 770-248-3303 - Available from 8:30 am - 8 pm (ET)</li> <li>RBMs are registered principals who are responsible for the supervision of all TFA Registered Representatives (RRs) and/or Investment Advisor Representatives (IARs).</li> <li>If you do not have contact information for your RBM, please call the RBM assistance line listed above.</li> </ul>

Registration & Licensing	<ul> <li>Please send all TFA registration-related questions via email to <u>TFARegistration@transamerica.com</u> or call 844-987-0900. You may also fax them to 877-440-2014.</li> <li>TFA Registration is responsible for: <ul> <li>Transamerica Registration Application (TRAC) processing</li> <li>FINRA, state and TFA approvals</li> <li>Non-Registered Associate (NRA) approvals and terminations</li> <li>RR &amp; IAR terminations</li> <li>Adding and terminating state registrations</li> <li>Residential address and personal information changes, including cell phone number updates</li> <li>New branch registrations</li> <li>Branch changes (Complete the Branch Office Revisions Change Form)</li> <li>Rep transfers (Complete the Representative Transfer form)</li> <li>Opening exam windows</li> <li>Adding, updating and terminating Outside Business Activity (OBA) Disclosures</li> <li>To add information for new or existing OBAs complete the OBA Disclosure form through TFA InForms.</li> </ul> </li> <li>Carrier branch address updates (Complete the Notice to Mutual Fund &amp; Variable Contracts form) located on MyWFG.com with the Securities Forms.</li> <li>Limited English Proficiency (LEP). Form located on MyWFG.com with the Securities Forms.</li> <li>FINRA regulatory CE</li> <li>GSR#</li> <li>Split codes</li> </ul>
Technology	For questions about TFA technology, please email <u>TFATechnology@transamerica.com</u> .
Training	For questions about training, please email <u>TFATraining@transamerica.com</u> .
CellTrust (Texting Account)	To request a CellTrust texting account, please email <u>TFATechnology@transamerica.com</u> with the following information: • Name • Cell Phone number • WFG Agent Code (TFA Rep ID) • Preferred Area Code Only active TFA representatives (RRs & IARs) can obtain a CellTrust account.

## WORLD FINANCIAL GROUP INSURANCE AGENCY

#### Main Phone Number: 770-246-9889

- **Option 1** Onboarding & Demographic Changes
- Option 2 Licensing & Appointments
- Option 3 Commissions
- Option 4 Marketing, Rings, Watches and WFG Store
- Option 5 Technical Support
- Option 6 TFA Securities or Advisory Questions
- Option 7 Compliance
- Option 8 Repeat

MYWFG > HELP	Questions for WFGIA can be submitted via a support case on MyWFG.com by selecting Help located at the bottom of any web page.
Commissions	Commission inquiries can be submitted via a support case on MyWFG.com by selecting Help located at the bottom of any web page.
Licensing & Appointments	<ul> <li>Upload AML certificates to BOSS if they are not automatically sent to WFGIA by the education provider. E&amp;O Certificates for New York agents should be emailed to <u>wfglicenseapps@transamerica.com</u>.</li> <li>To obtain appointments with approved carriers, appointment paperwork is located on MyWFG.com &gt; Menu &gt; Licensing &amp; Appointments &gt; Appointments. Send completed paperwork to <u>WFGlicenseapps@transamerica.com</u>.</li> <li>Once registered and approved in a state for securities, add your variable line of authority to your life license through the NIPR or SIRCON websites.</li> </ul>
Obtain a Securities License	<ul> <li>For individuals who are not yet life licensed who want to pursue securities and/ or advisory registration with TFA:</li> <li>Complete the WFG Launch registration process to join WFGIA</li> <li>Complete the <u>Securities Only AMA</u> located on MyWFG.com &gt; Menu &gt; TFA &gt; Join TFA. Send the completed form to: <u>WFGIA@transamerica.com</u></li> <li>Please note: To reinstate with WFGIA, you will need to go to <u>Registration.WFGLaunch.com</u>.</li> </ul>



