

Making an Online Address Change for Inactive Members

If you are an inactive Investment Plan member and have a termination date on file with Aon Hewitt, the FRS Investment Plan Administrator, you can update your address online.

To update your address, log into MyFRS.com¹ then select “Manage Investment,” then “Personal Information.” The following “Personal Information” page will be displayed:

Personal Information

About You

[Incorrect?](#)

Name	Jane A. Doe000240032
Birth Date	10-31-1958
Zip Code	54949

Email Addresses

[Change](#)

Email Address
-- Not on File --

Mailing Addresses

[Change](#)

Permanent Address
Do Not Mail
MANAWA WI 54949
United States of America

Phone Numbers

[Change](#)

Mobile Phone Number
-- Not on File --
Daytime Phone
-- Not on File --
Evening Phone
-- Not on File --

On the above screen, select the “Change” link to the right of the Permanent Address and the following page will be displayed:

¹ If this is the first time you are logging onto MyFRS.com, you will use the PIN provided to you in your New Hire Kit. If you have already logged onto MyFRS.com, you will use the new User ID and password you created.

Change Mailing Addresses

Permanent Address


Country
United States of America [Change](#)


Address


City

State

Zip Code

Effective Date
Enter the effective date for this address.
  (mm-dd-yyyy)
(Earliest 02-11-2011)

 The effective date of your address change is needed because your eligibility for some benefits may be based on your ZIP code.



The above screen will indicate your current address on file. Enter your new address and select “Save and Return.”

The “Personal Information” page will appear indicating your address change. For your security, a confirmation statement will be mailed within two business days to both your current address on file and the new address you provided.

Any questions regarding changing your address should be directed to Aon Hewitt at 1-866-446-9377, Option 4.