



# INSTRUCTIONS TO MAKE PAYMENTS FOR FIXED ANNUITIES AND UNIVERSAL LIFE INSURANCE

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If you want to make additional payments to a flexible premium fixed annuity or universal life insurance policy, we need your signature.

You need to print, complete and sign this form to begin your request to make an additional payment.

After completing and signing the form, you can return it to us one of three ways: by upload, mail or fax.

**Upload the completed and signed form through the USAA Mobile App or usaa.com:**

From the USAA Mobile app:

1. Select the profile icon with your initials.
2. Select "Inbox" (Android only).
3. Select "Send documents to USAA."
4. Select "Send other documents."
5. Follow the screen prompts.

From usaa.com:

1. Log on to your account.
2. Select the profile icon with your initials.
3. Select "Inbox."
4. Select "Send documents to USAA."
5. Select "Upload Documents."
6. Select "Life & Health Insurance/Annuities."
7. Select "Next."
8. Follow the screen prompts.

**You can also mail to:**

USAA Life Insurance Company  
USAA Life Insurance Company of New York  
9800 Fredericksburg Road  
San Antonio, TX 78288

**Or you can fax to:**

210-498-3243 within the United States  
877-435-7099 from outside the United States

**Questions?**

Call toll-free in the United States: 800-531-8722

