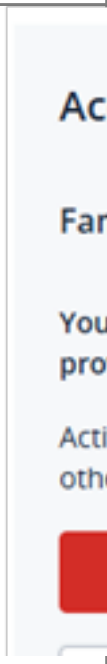
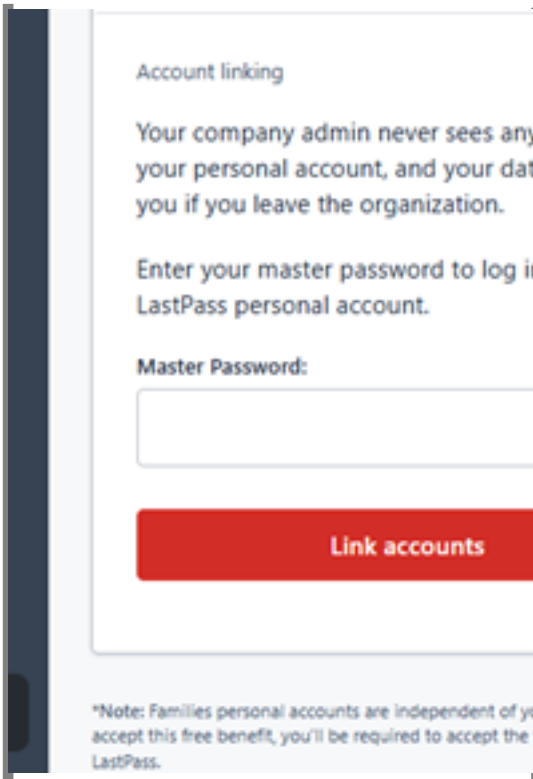
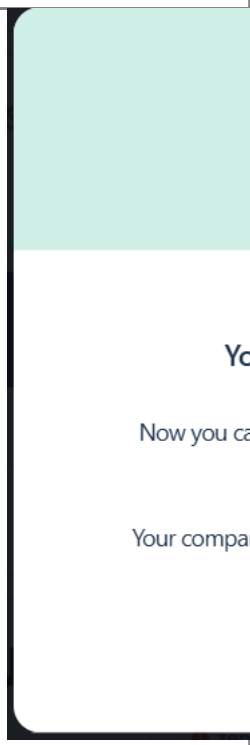
Link Your Personal LastPass Account to Your Business LastPass Account

Everyone does a personal chore during work hours, now and again. Keep your personal passwords out of your business password vault by doing the following:

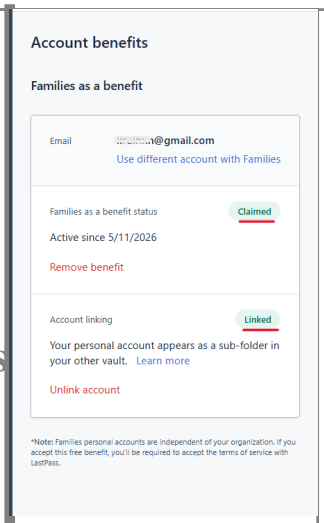
#	Instructions	
1	In LastPass Business, on the left side menu, select “Account Benefits”.	
2	You might need to activate LastPass for Families. If so, click the Activate button	
3	You will see a Congrats! Message if you	

	successfully activate the benefit. **Click the "Back to Account Benefits" button**	
4	**Enter the personal email address you use for LastPass. You can create a free account using your personal email if you do not already have one. Then enter your email under “Families as a benefit.”** **Your window will look like this:** **Click “Link accounts.”**	

5	Enter your Master Password, then click “Link accounts” again		

		
6	**You will get a verification that your LastPass accounts are linked.** **Click the "Back to Account Benefits" button**	

7 Your Account benefits tab should look like this with Families as a benefit status "Claimed" and Account Linking "Linked"



8	**Now, when saving items in LastPass, you can select the personal folder for personal passwords. This folder will go with you if you leave your company.**		

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