Logging In

Prior to your first time using the UEBT online remittance processing system, you will receive information from the Fund Office containing your User Name and temporary Password. Once you have this information, you may begin to use the website.

To login, please type in your User Name and temporary Password into the provided fields and click the *Login* button:

Please note that your user name and password are case sensitive and must be typed in exactly as specified by the Fund Office.

Enter Your EIN

The very first time you log in, you will be required (for security purposes) to confirm your identity by entering in your EIN (Employer Identification Number, i.e. Tax ID#).

Input your EIN (omitting any dashes. Numbers only) and then click the *Submit* button.

Please Note: you will only be required to enter your EIN when you are logging in to your account for the first time or if your account is reset in the future.
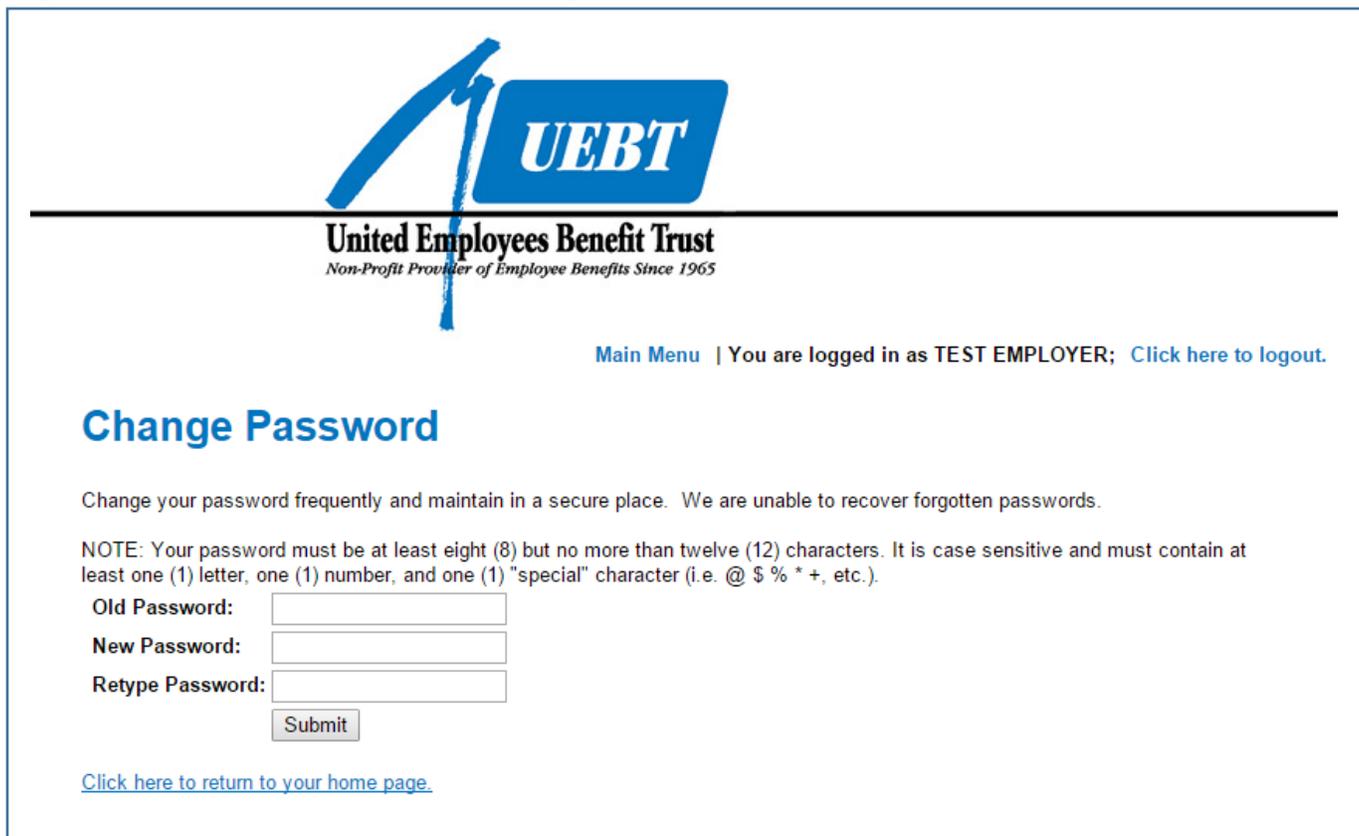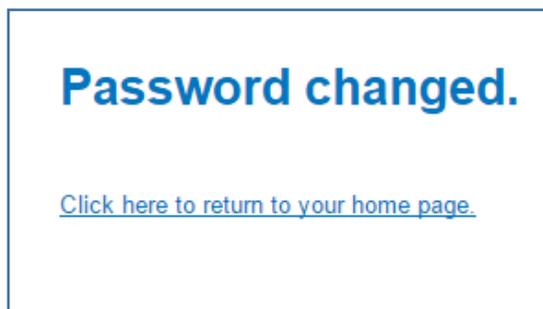
Change Your Password

After successfully identifying yourself by EIN, you will be automatically taken to the change password screen. You must change your password from the temporary one provided to you. The change password screen will prompt you to type in your old (temporary) password, and then type in a new password twice to confirm. Your new password must contain at least one letter, one number and one symbol and it must be at least 8 characters in length and no more than 12 characters in length.

Once you have typed in your new password, click the *Submit* button. On the next screen you will receive confirmation that your password has been changed.

You may click on the *Click here to return to your home page* link at the bottom of the page to return to your home page.

Questions or Trouble logging in

For any questions or trouble logging in, please contact the Fund office at **800-223-2449 or 253-474-1214**.