

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:



United Employees Benefit Trust
Non-Profit Provider of Employee Benefits Since 1965

Welcome to the United Employees Benefit Trust online remittance website

Please login below to access your account. Click [here](#) to view login instructions.

User Name:

Password:

The secure server will encrypt your information. You should be using Internet Explorer 6.0 or greater, or Firefox 1.5 or greater.

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.



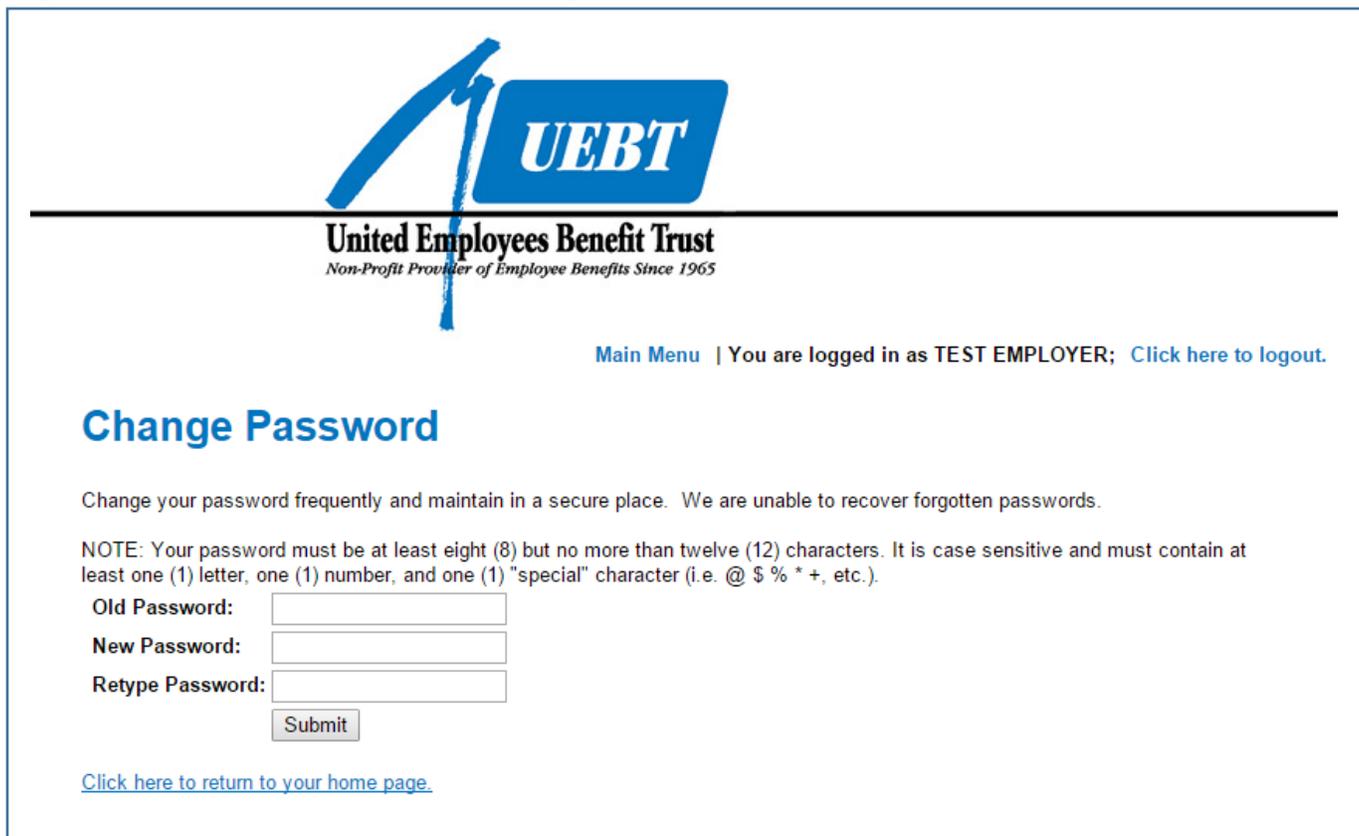
The logo for United Employees Benefit Trust (UEBT) features a stylized blue graphic of a hammer and pickaxe above a blue rounded rectangle containing the letters "UEBT" in white. Below this, the text "United Employees Benefit Trust" is written in a bold, black serif font, with the tagline "Non-Profit Provider of Employee Benefits Since 1965" in a smaller, italicized serif font underneath.

Please answer the following question.

What is your EIN? (Please enter your EIN without any dashes)

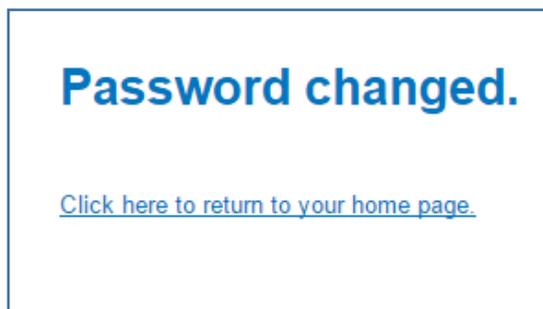
Change Your Password

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.



The screenshot shows the UEBT website interface for changing a password. At the top is the UEBT logo, which consists of a stylized blue arrow pointing upwards and to the right, with the letters 'UEBT' in white on a blue rectangular background. Below the logo is the text 'United Employees Benefit Trust' and 'Non-Profit Provider of Employee Benefits Since 1965'. A horizontal line separates the header from the main content. To the right of the line, there is a navigation link: 'Main Menu | You are logged in as TEST EMPLOYER; Click here to logout.' The main heading is 'Change Password' in a large blue font. Below this is a paragraph: 'Change your password frequently and maintain in a secure place. We are unable to recover forgotten passwords.' A note follows: 'NOTE: Your password must be at least eight (8) but no more than twelve (12) characters. It is case sensitive and must contain at least one (1) letter, one (1) number, and one (1) "special" character (i.e. @ \$ % * +, etc.).' There are three input fields: 'Old Password:', 'New Password:', and 'Retype Password:'. Below the 'Retype Password:' field is a 'Submit' button. At the bottom left of the form area is a link: 'Click here to return to your home page.'

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**.