

# NECA-IBEW LOCAL NO. 364 FRINGE BENEFIT FUNDS

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NECA-IBEW Local No. 364 Health & Welfare Fund  
NECA-IBEW Local No. 364 Defined Contribution Pension Plan  
NECA-IBEW Local No. 364 Vacation Fund  
NECA-IBEW Local No. 364 Supplemental Unemployment Benefit Plan

Managed for the Trustees by:  
TIC INTERNATIONAL CORPORATION

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TO: ALL PARTICIPANTS OF THE NECA-IBEW LOCAL NO. 364 HEALTH & WELFARE FUND,  
DEFINED CONTRIBUTION PENSION PLAN AND SUPPLEMENTAL UNEMPLOYMENT  
BENEFIT PLAN

Dear Participants:

The Trustees of the NECA-IBEW Local No. 364 Fringe Benefit Funds are pleased to announce that you may now access your fringe benefit fund information via the internet. Effective immediately, you may now log on to the customized web site at <http://www.ibew364benefits.org> to view and print plan documents, forms and obtain other useful information. You may continue to obtain paper copies of all plan documents from the Fund office and the Local Union.

In cooperation with TIC International Corporation, the Fund Administrator, you can also view your own personal account information via a secured Benefit Inquiry Site. The Benefit Inquiry Site will allow you to verify that the funds have accurate personal information about you and your family. In addition, you can check the funds' records for up-to-date information regarding employer contributions made in your behalf and your Pension history.

The second page of this document explains the procedures you will follow to access and log on to the Benefit Inquiry Site and to obtain a secured password.

We sincerely hope that you find this new service easy to use and beneficial when you need to inquire about your current benefit status or to access fund information. Should you have any questions, please do not hesitate to contact Greg Smith (517-327-2148) or Jamie Kline (517-327-2149) in the Lansing Fund Office.

Sincerely,

BOARD OF TRUSTEES  
IBEW LOCAL 364 FRINGE BENEFIT FUNDS

(continued from reverse side)

To login and create your own BIS account, simply proceed with the following instructions:

- Go to [www.ibew364benefits.org](http://www.ibew364benefits.org)
- Click on either of the Plan menus at the top of the screen (i.e. Health & Welfare, DC Pension, etc.)
- Locate the Current Benefit Status hyperlink and click it. This will open the Benefit Inquiry Site login screen in either a new browser window or tab. (You may also start at the Benefit Inquiry Online Access frame on the homepage)
- In the ID field, type your Social Security Number, using no hyphens or spaces.
- In the Password field, type **C45TDJ2** (This is a generic password used only the first time you log in).
- Click on the Login Button.

You will be prompted to enter the following information:

- First Name, Middle Initial and Last Name as well as your Mother's Maiden Name. NOTE: The programming on this screen requires a middle name – if you do not have one, use the letter "Z" in that field.
- Create a permanent password for accessing the site. (The password requirements are noted on the page.)
- Create a secret question and provide an answer. NOTE: We recommend that you use a one-word answer which might make it easier to recall later.

After entering the above information, click the Sign Up button to complete the process, which will return you to the login screen.

Future logins will use your numeric Social Security Number as the ID, along with the permanent password you created in the above step.

Note: In the event that you forget your password, click on the Forgot Password link on the main Sign On screen. You will then be prompted for your First and Last Names, Social Security Number and Mother's Maiden Name. Once you have inputted this information, click Submit and if everything was answered exactly as it was keyed when you set up your account, your browser will return your secret question to you. If you enter the answer exactly as it was keyed during account setup, your password will be displayed on the next screen.

If you have any difficulties logging in or recovering your password, please do not hesitate to contact Greg Smith (517-327-2148) or Jamie Kline (517-327-2149) in the Lansing Fund Office.