
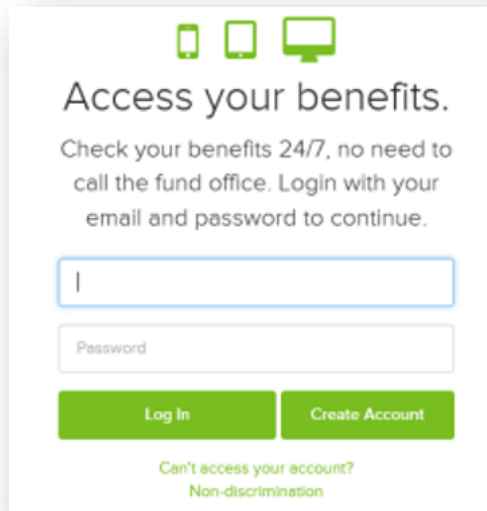


How to Create a MemberXG Account

1. Open a web browser and go to <http://www.central-laborers.com/>
2. Click on 

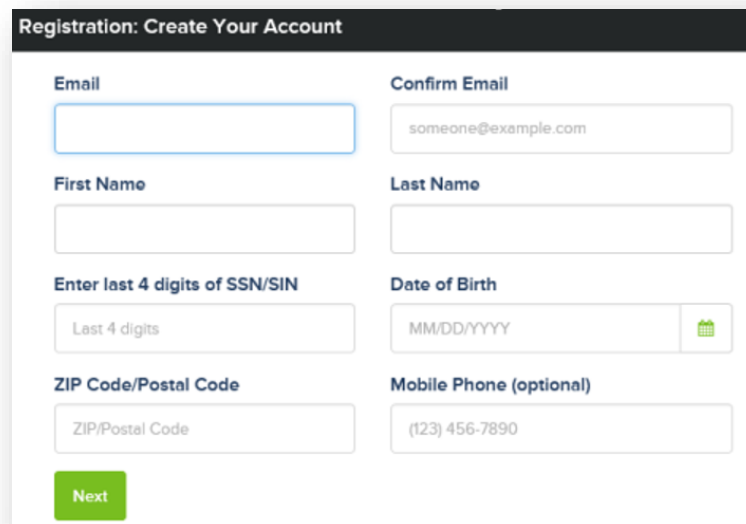


Access your benefits.


Check your benefits 24/7, no need to call the fund office. Login with your email and password to continue.

[Can't access your account?](#)
[Non-discrimination](#)

3. Click on



Registration: Create Your Account

Email <input type="text"/>	Confirm Email <input type="text" value="someone@example.com"/>
First Name <input type="text"/>	Last Name <input type="text"/>
Enter last 4 digits of SSN/SIN <input type="text" value="Last 4 digits"/>	Date of Birth <input type="text" value="MM/DD/YYYY"/> 
ZIP Code/Postal Code <input type="text" value="ZIP/Postal Code"/>	Mobile Phone (optional) <input type="text" value="(123) 456-7890"/>

4. Enter your information, then click .

Registration: Create your password and security questions

Enter password Confirm password Preferred language ENGLISH ▾

Password must be at least 8 characters, contain at least 1 lower case letter, at least one upper case letter, at least 1 number, and at least 1 special character (! @ # \$ % ^ *).

Security Questions 1: Please select a question... ▾ Security Questions 2: Please select a question... ▾ Security Questions 3: Please select a question... ▾

Answer 1 Answer 2 Answer 3

Remember, security answers are case sensitive.


Password Expiration 90 days ▾

I agree to the [Terms of Use](#) and [Privacy Policy](#)

Previous Finish

5. Enter and confirm your password.
6. Choose three security questions and enter the answers.
7. For Password Expiration, choose the amount of days after which your password will expire.
8. Review the terms of use and privacy policy, then select the checkbox.
9. Click Finish. Your account is created, and you will be sent back to the sign-in page.
10. At the sign-in page, enter your email and password, then click Log In. The portal will email you a MemberXG access code.

Note: Each time you log in from a new device, you will be emailed a code.



To verify your identity, enter the access code that we have sent to your email address.

Enter Access Code:

Do not navigate from the MemberXG to collect your access code. Navigating away from the MemberXG will result in a new code being sent. Please open a new tab to retrieve your access code.

Verify and Log In Back

[Need a new access code?](#)

11. Enter the access code you were emailed, then click **Verify and Log In**.

The **Message Settings** open, and you won't be able to leave the page until you complete steps 12-15.

The screenshot shows the 'Message Settings' page. At the top, there are two tabs: 'General Settings' and 'Message Settings'. Below the tabs is a scrollable text area containing the following text: 'I understand that: The following documents and/or notices may be provide to me electronically: Summary Plan Description, Summary of Benefits and Coverage, Claim Explanation of Benefits. I may update my email address or revoke my consent at any time without charge by visiting my User Profile in the MemberXG portal. For assistance please email admin@senecavalley.com or calling 800-412-0500. I am entitled to request, free of charge, and obtain a paper copy of any electronically furnished document by contacting admin@senecavalley.com or calling 800-412-0500. To accept these terms, please click "I Accept" below. Otherwise click "I Decline".' Below the text are two radio buttons: 'Accept' and 'Decline'. To the right of these buttons are two small icons: a printer and a document. Below the radio buttons are two sections: 'Delivery Options' with two radio buttons: 'Go Green! Electronic Delivery' (with the subtext 'Opt out of paper for eligible Documents') and 'Paper and Electronic Availability' (which is selected); and 'Notification Options' with one checkbox: 'Email Notification Opt In' (with the subtext 'Receive an email notification when new documents become available in your portal inbox.'). At the bottom right of the page are two buttons: 'General Settings' and 'Save'.

12. Read and accept the electronic message terms of services.
13. To go paperless and receive all documents and correspondence on the portal, select **Go Green! Electronic Delivery**. If you'd still like to receive physical documents and correspondence, select **Paper and Electronic Availability**.
14. To receive an email whenever new documents are sent to your portal inbox, select **Email Notification Opt In**. This is automatically selected if you choose to Go Green.
- Note: Central Laborers' will implement the GoGreen! feature at a future date.**
15. Click **Save**. Your message settings are saved, and your dashboard opens.
16. **FINISHED** - You have successfully created and logged into your new MemberXG account!