



New York City District Council of Carpenters

BENEFIT FUNDS

Multi-Factor Authentication

A step-by-step guide to
securing your account

nyccbf.org

Before You Start

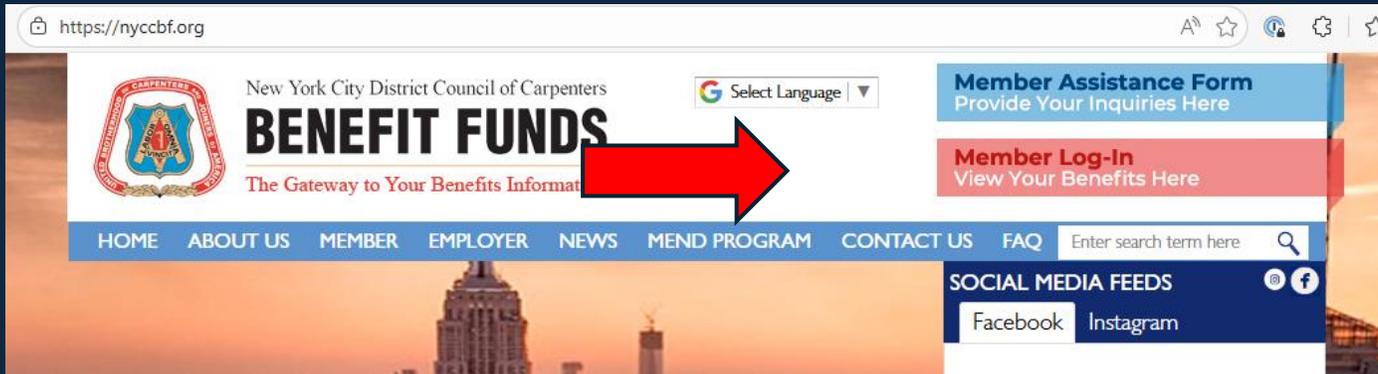
This process takes about **3 minutes**.

You will need:

- Access to your **email**
- Your **cell phone**
- Your **login password**



Log In



1. Go to www.nyccbf.org
2. Click **Member Log-In** (top right corner)
3. Enter:
 - Username** (U or N + your unique 8-digit UBC number)
 - Password**
4. Click **LOGIN**

A screenshot of the "Member Login" page. The page has a white background with a blue header. The main content area contains a login form with two input fields: "Username" and "Password". Below the fields is a grey "LOGIN" button. There is a link for "Forgot your password? Click here." and several paragraphs of text providing instructions and notes for users. The text includes information about UBC numbers, unique ID numbers, and initial passwords. A final note states that the user name and password are case sensitive and must be typed exactly as specified by the Fund Office.

If you have never logged in or do not have an email address on file, please contact Member Services.



NYCDCCBF Member Services
800-529-FUND (3863)
212-366-7373
Monday – Friday, 8 AM to 5 PM

Confirm Your Identity

After logging in, you will be asked to **confirm your identity**.

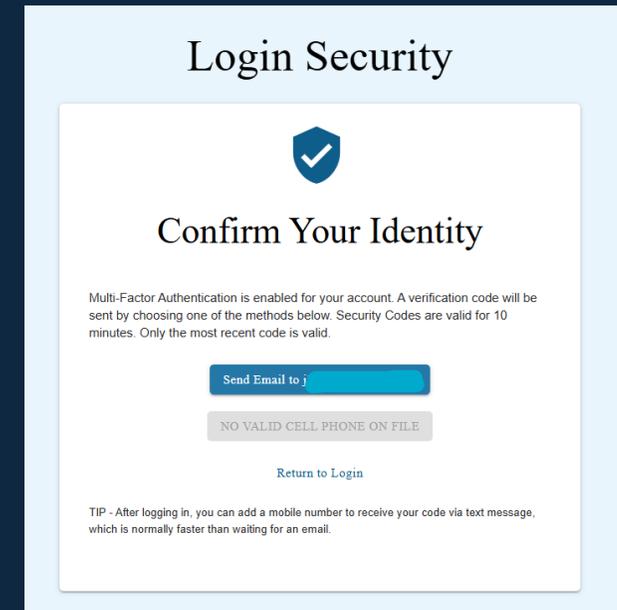
If you see this message:



Choose where to receive your **security code**:

- **Text message**
- **Email**

If you see this message:

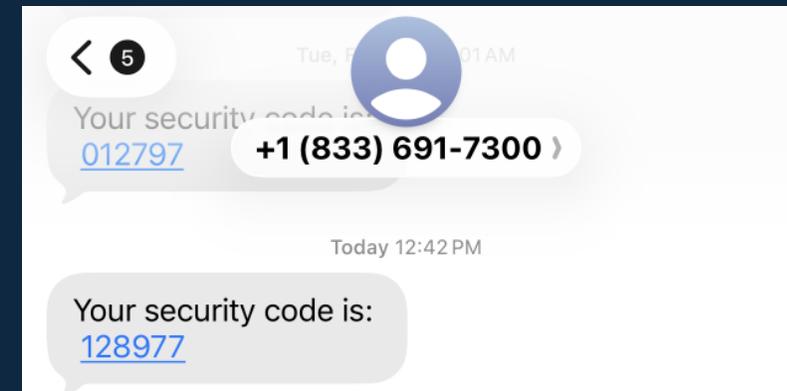
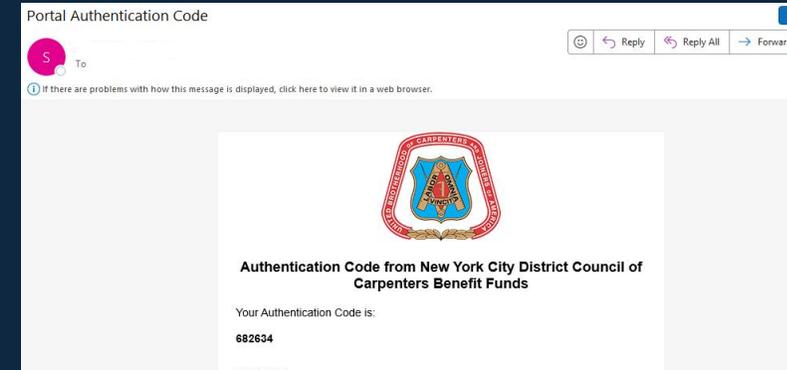


If a phone number is not on file, the code will be sent to your **email**.

Enter your Security Code

1. Check your **email or phone** for the security code.
2. Enter the code on the screen.
3. Click **Verify**

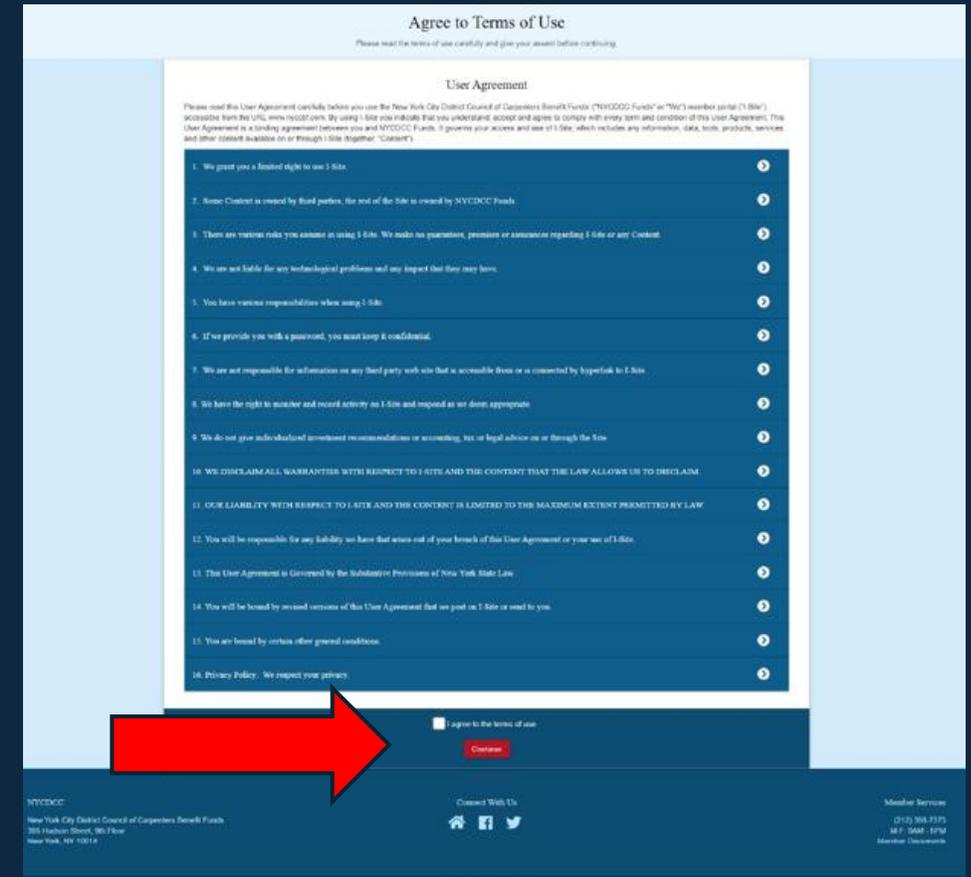
Tip: If you selected email and do not see the message, check your **Spam/Junk folder**.



Agree to Terms of Use

1. Review the **User Agreement**.
2. Check **“I agree to the terms of use.”**
3. Click **Continue**.

Note: You may be asked to accept the terms each time you log in.

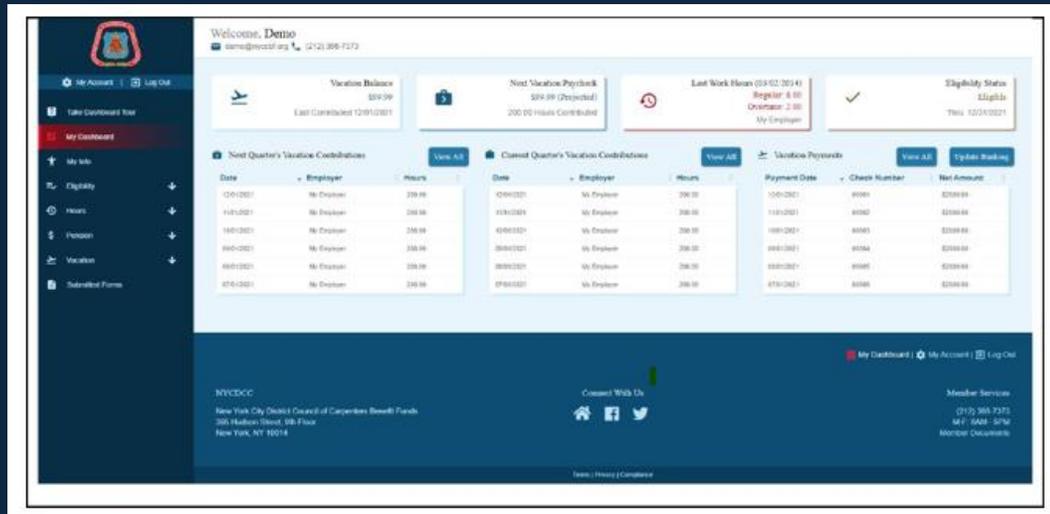


You will be directed to either

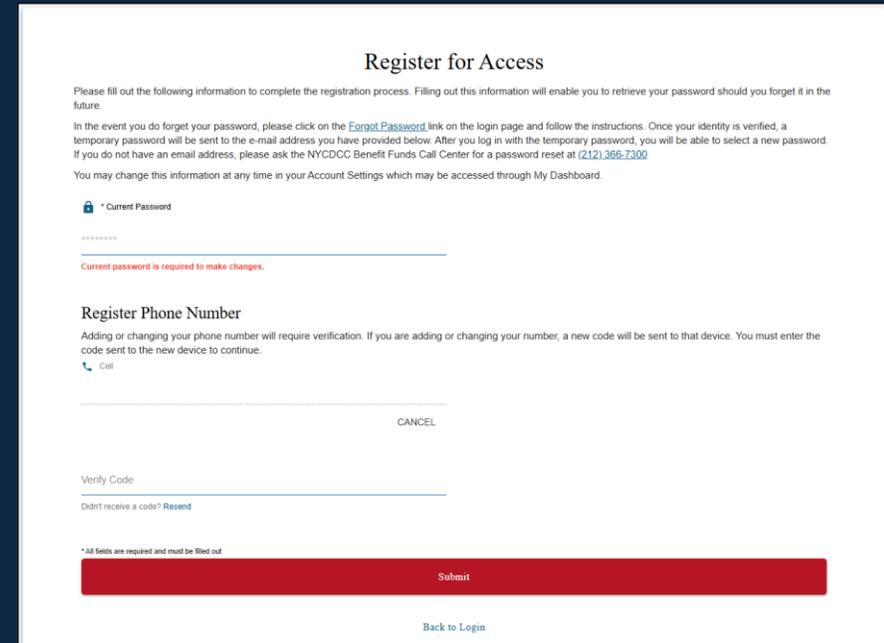
Your Personal Dashboard

or

Register for Access



If you see the Dashboard, continue to page 12.



If you see a "Register for Access" page, continue to page 8.

Add and Verify Your Phone Number

1. Click “Add Cell Phone.”
2. Enter your cell phone number.
3. Select “Verify Phone.”
4. Click “Submit.”

Register Phone Number

Adding or changing your phone number will require verification. If you are adding or changing your number, a new code will be sent to that device. You must enter the code sent to the new device to continue.

Click [Add Cell Phone] to add your mobile phone number.
Please be sure that the provided number is able to receive text messages.

None on file

[Add Cell Phone](#) 

[Verify Phone](#)

* All fields are required and must be filled out

[Submit](#)

[Back to Login](#)

Register Phone Number

Adding or changing your phone number will require verification. If you are adding or changing your number, a new code will be sent to that device. You must enter the code sent to the new device to continue.

 Cell

 Add cell phone number here

[CANCEL](#)

Clicking the button below will send a text message to the new phone number. Standard text/SMS rates apply.

[Verify Phone](#)  Then select “Verify Phone”

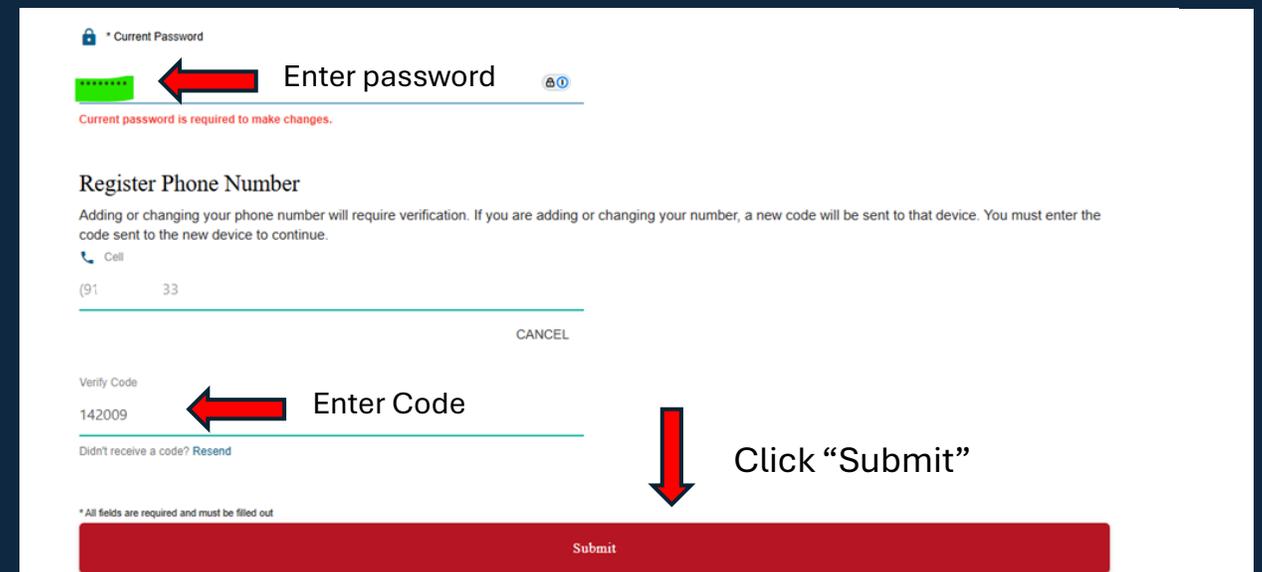
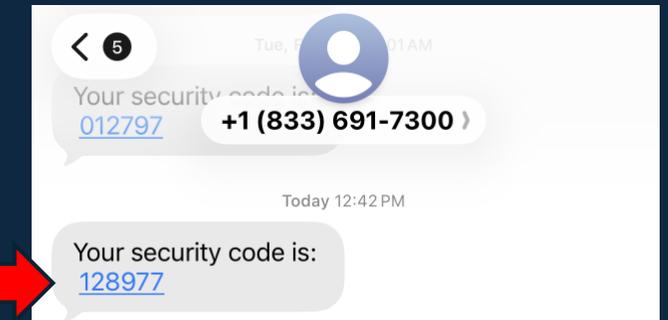
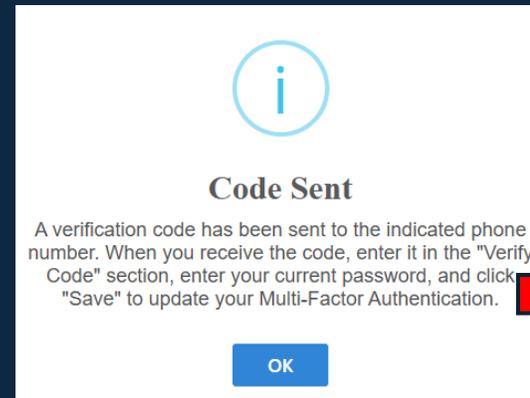
* All fields are required and must be filled out

[Submit](#)

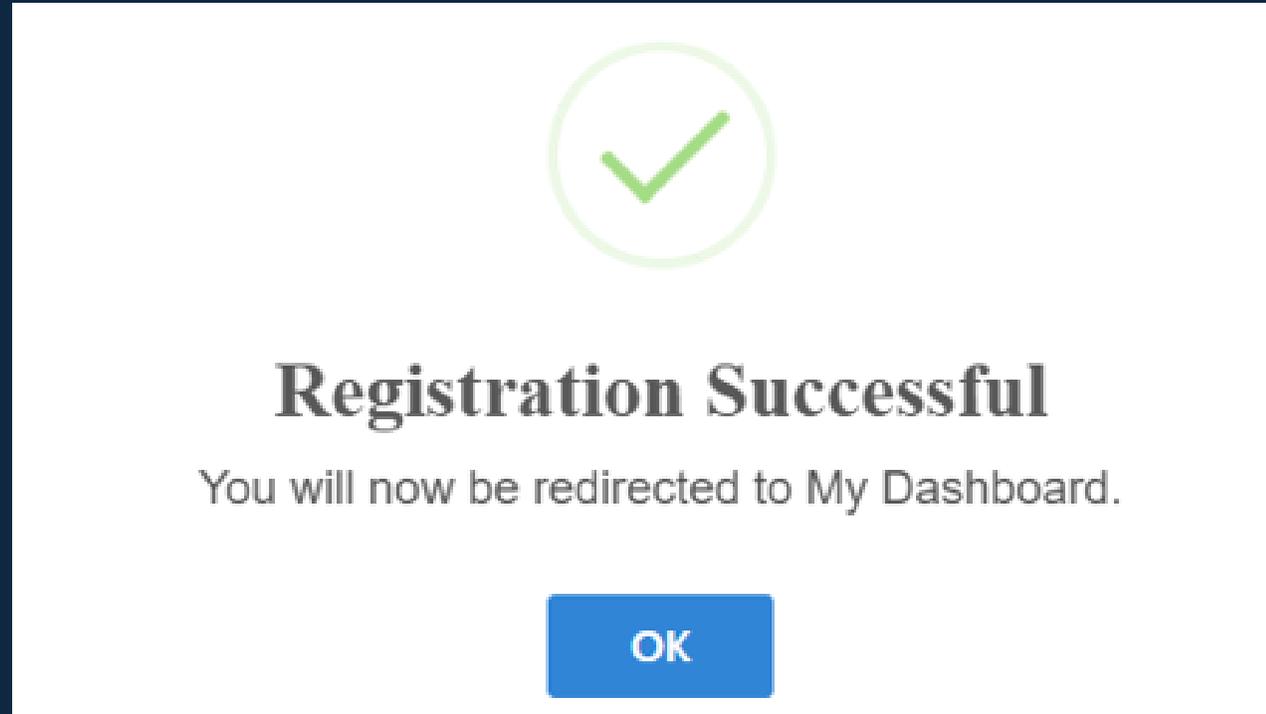
[Back to Login](#)

Register Your Phone Number

1. Check your cell phone for the **six-digit verification code**.
2. Enter your **password**.
3. Enter the **six-digit verification code**.
4. Click **“Submit.”**



Confirmation



You will receive a notification confirming the registration process was successful.

Completion

Welcome, Demo
demo@nycdccc.org (212) 366-7173

Vacation Balance
\$59.99
Last Contributed 12/01/2021

Next Vacation Paycheck
\$59.99 (Projected)
200.00 Hours Contributed

Last Work Hours (01/02/2024)
Regular: 8.00
Overtime: 2.00
My Employer

Eligibility Status
Eligible
Thu 12/01/2021

Next Quarter's Vacation Contributions [View All](#)

Date	Employer	Hours
12/01/2021	My Employer	200.00
11/01/2021	My Employer	200.00
10/01/2021	My Employer	200.00
09/01/2021	My Employer	200.00
08/01/2021	My Employer	200.00
07/01/2021	My Employer	200.00

Current Quarter's Vacation Contributions [View All](#)

Date	Employer	Hours
12/01/2021	My Employer	200.00
11/01/2021	My Employer	200.00
10/01/2021	My Employer	200.00
09/01/2021	My Employer	200.00
08/01/2021	My Employer	200.00
07/01/2021	My Employer	200.00

Vacation Payments [View All](#) [Update Ranking](#)

Payment Date	Check Number	Net Amount
10/01/2021	8084	\$200.00
11/01/2021	8085	\$200.00
08/01/2021	8083	\$200.00
09/01/2021	8084	\$200.00
08/01/2021	8085	\$200.00
07/01/2021	8086	\$200.00

NYCDCCC
New York City District Council of Carpenters Benefit Funds
305 Hudson Street, 9th Floor
New York, NY 10014

Connect With Us
Home Facebook Twitter

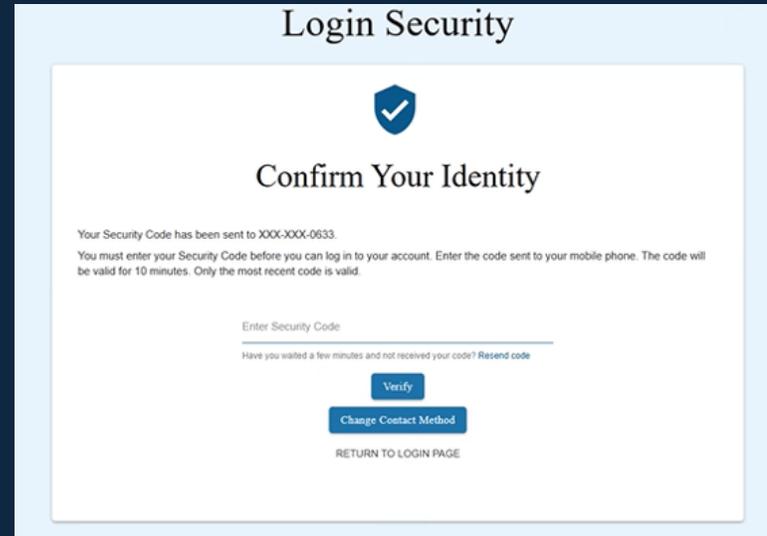
Member Services
(212) 366-7173
M-F: 9AM - 5PM
Member Documents

Home | Privacy | Compliance

You have successfully completed the authentication process.

You will now be directed to your **Personal Dashboard**, where you can view your benefit information.

Change Contact Method (optional)



Once authenticated, you can change how you receive your security code.

1. Click **Change Contact Method**.
2. Select **Text** or **Email**.