

# **GET PAID FAMILY LEAVE PAYMENTS QUICKER WITH ZELIS**



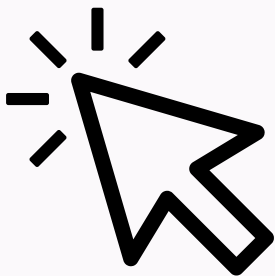
## **1: SIGN UP**

Go to [member.zelispayments.com](http://member.zelispayments.com) → click “Sign Up Now!”  
→ click “I don’t have a Registration Code” → Complete all fields  
and click “Request Registration Code.”



## **2: REGISTER**

Enter your registration code and complete all required fields  
→ Review your information and click “Register” → You’ll receive  
an automated email from Zelis.



## **3: LOG IN**

Open your email from Zelis and click the link → Create your  
password → You will be redirected to a login screen → Log in  
to your account.



## **4: ENTER DETAILS & CONFIRM**

Select Zelis ACH → Enter your banking information and submit  
→ Check your bank account for a test deposit, then enter the  
exact amount on the Zelis portal. Once processed, you’ll receive  
a final confirmation email.

**Zelis is the secure third-party vendor used by Amalgamated Employee Benefits Administrators, Inc. to process ACH payments. Your banking and login information is shared only with Zelis and is not accessible to the Fund or Amalgamated.**

**Zelis Member Services: (800) 536-9042**