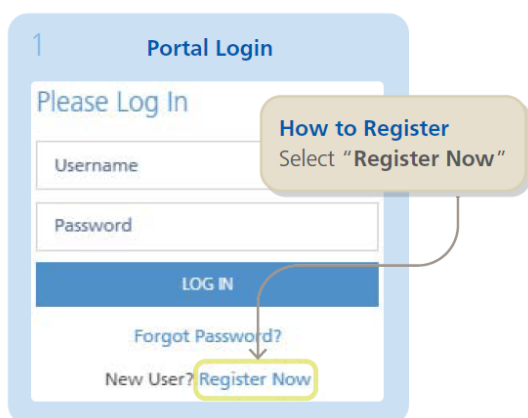


Portal Registration User Guide

Step 1: Validation

In order to access the portal initially, you will need to validate yourself, create a new account, and verify your contact information. From the portal site www.zurichna.com/myzurichbenefits select the Register Now hyperlink.




Access the portal via the following url

www.zurichna.com/myzurichbenefits

! Please use Google Chrome or Firefox to ensure best portal experience


Questions about the portal?
(800) 206-8826

Identify yourself by choosing either I am an employee, or I am a dependent from the drop down. Depending on what the employer requires, you will either see a field for Employee ID or a field for SSN, not both. Finally, you need to check the I'm not a robot checkbox and click the Verify My Identity button.

Step 1 of 3
Verify Your Identity

I am an employee
I am an employee
I am a dependent

Employee ID

I'm not a robot  reCAPTCHA
Privacy - Terms


Verify My Identity

Need Help?
Contact our support help desk at 1-800-206-8826

Step 1 of 3
Verify Your Identity

I am an employee
I am an employee
I am a dependent

SSN

I'm not a robot  reCAPTCHA
Privacy - Terms

Verify My Identity


Need Help?
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Step 2: Create a New Account


You must complete the registration form by filling in the following fields and clicking the Register My Account button. The Preferred Email and Mobile Phone are used to communicate with you.


Step 2 of 3

Register a new account


* Date of Birth 


* Last Name 

* Preferred Email 

* Mobile Phone 

Your email or phone number will be used to send you a verification code in the next step.

* Username (email) 

* Password 

* Confirm Password

[Register My Account](#)

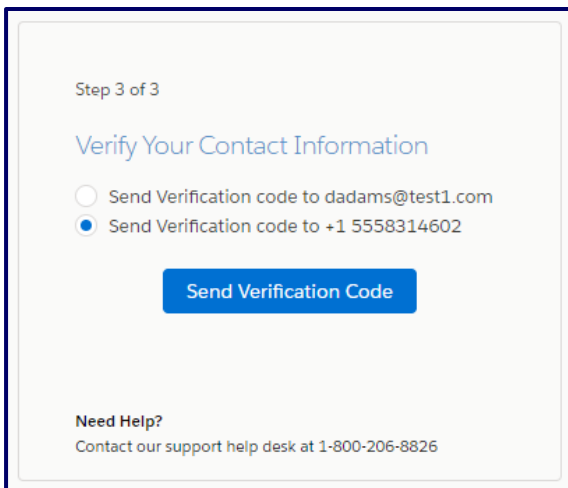
Need Help?
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Step 3: Verify Your Contact Information

Now that your account has been created, you need to tell us where to send your verification code. You have two options:

- Send Verification code via Preferred Email
- Send Verification code via Mobile Phone

Click the radio button next to the option you prefer and click the Send verification Code button. You will notice a new field, Verification code, will appear. Once you receive your code, you can enter it into that new field and click the Verify Code button.



Step 3 of 3

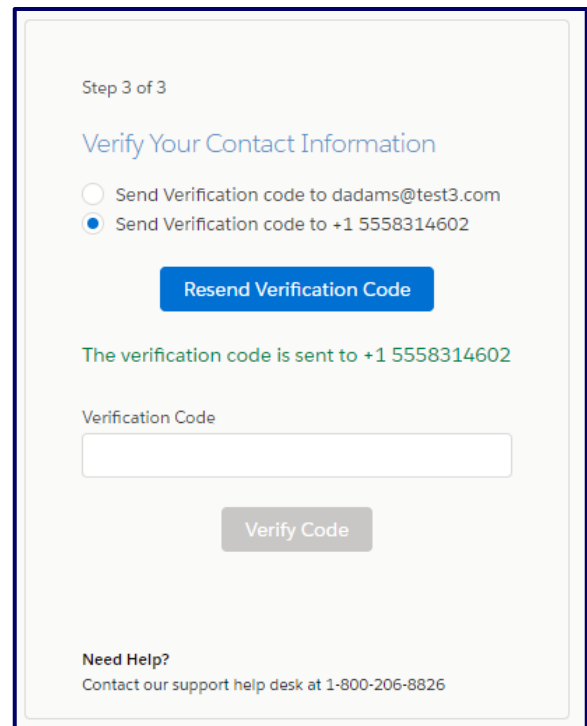
Verify Your Contact Information

Send Verification code to dadams@test1.com

Send Verification code to +1 5558314602

[Send Verification Code](#)

Need Help?
Contact our support help desk at 1-800-206-8826



Step 3 of 3

Verify Your Contact Information

Send Verification code to dadams@test3.com

Send Verification code to +1 5558314602

[Resend Verification Code](#)

The verification code is sent to +1 5558314602

Verification Code

[Verify Code](#)

Need Help?
Contact our support help desk at 1-800-206-8826

Step 4: Logging in to the Portal

From the Sign In screen at www.zurichna.com/myzurichbenefits, enter your user name and password and click Log In

