



## LIAISON ALERT

## MARCH 2021

### MEMBERS GET MORE THROUGH THE ONLINE BENEFITS PORTAL

Your members might not know that they can access their NEBF account on our Online Benefits portal by visiting [www.nebf.com](http://www.nebf.com) and clicking Online Benefits in the top menu bar. Members can use the portal to complete certain self-help items related to their NEBF account without having to wait.

To register for the portal, members should click 'New User?' and provide the requested information to verify their identity, then follow the instructions to enter their email address and create their password and security questions. Once a member is registered, they'll be able to access their NEBF account on the portal!

#### The Online Benefits Portal is:



#### CONVENIENT

Available wherever you are — via computer, smartphone, or tablet



#### SECURE

Encrypted through the same methods as sensitive military and financial data

#### What can members do through the Online Benefits Portal?



#### ACCESS THEIR FORMS 1099-R

View and print their Forms 1099-R for the current year and six years previous. **Benefit recipients can now access their 2020 Forms 1099-R on the Online Benefits Portal!** Accessing forms on the portal is quicker and more convenient than waiting for the mail.



#### PRINT AN NEBF PENSION INCOME VERIFICATION LETTER

Once a member starts receiving benefits from NEBF, they can generate a pension income verification letter online for proof of income.



#### CHANGE THEIR ADDRESS

Update their information online to ensure we always have their current mailing address.



#### VIEW PLAN DOCUMENTS ONLINE

Important documents are stored for a member's reference whenever they are needed.



#### OPT IN TO GO PAPERLESS

Eliminate the overhead costs of printing and distributing communications and get text alert or email notifications when new documents are available to view.

We highly recommend that all members sign up for the Online Benefits Portal and opt in to receive communications electronically (Tax Forms and Plan communications, alike). This is quicker, more cost-effective, and more convenient than snail mail (especially in today's day and age) — and it only takes two seconds to update paperless communications preferences on the Profile tab of their portal account!

Should you have any questions or concerns, please contact the Fund office at 301-556-4300. Thank you.

## CONTACT US

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# NEAP



## LIAISON ALERT

## MARCH 2021

### MEMBERS GET MORE THROUGH THE ONLINE BENEFITS PORTAL

Your members might not know that they can access their NEAP account on our Online Benefits portal by visiting [www.neap.org](http://www.neap.org) and clicking Online Benefits in the top menu bar. Members can use the portal to complete certain self-help items related to their NEAP accounts without having to wait.

To register for the portal, members should click 'New User?' and provide the requested information to verify their identity, then follow the instructions to enter their email address and create their password and security questions. Once a member is registered, they'll be able to access their NEAP accounts on the portal!

#### The Online Benefits Portal is:



#### CONVENIENT

Available wherever you are — via computer, smartphone, or tablet



#### SECURE

Encrypted through the same methods as sensitive military and financial data

#### What can members do through the Online Benefits Portal?



#### ACCESS THEIR FORMS 1099-R

View and print their Forms 1099-R for the current year and six years previous. **Benefit recipients can now access their 2020 Forms 1099-R on the Online Benefits Portal!** Accessing forms on the portal is quicker and more convenient than waiting for the mail.



#### VIEW THEIR CURRENT NEAP BALANCE

Get a balance update between quarterly NEAP statements.



#### CHANGE THEIR ADDRESS

Update their information online to ensure we always have their current mailing address.



#### VIEW PLAN DOCUMENTS ONLINE

Important documents are stored for a member's reference whenever they are needed.



#### OPT IN TO GO PAPERLESS

Eliminate the overhead costs of printing and distributing communications and get text alert or email notifications when new documents are available to view.

We highly recommend that all members sign up for the Online Benefits Portal and opt in to receive communications electronically (Tax Forms and Plan communications, alike). This is quicker, more cost-effective, and more convenient than snail mail (especially in today's day and age) — and it only takes two seconds to update paperless communications preferences on the Profile tab of their portal account!

Should you have any questions or concerns, please contact the Fund office at 301-556-4300. Thank you.

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# NEAP

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