



Benefits Portal - 2FA Change Form

To request your Portal login credentials and/or 2 Factor Authentication be changed,
complete the form below.

Name: _____ UBC, SSN, or CFAO ID#: _____

Old Email address used to login to the Portal: _____

Old Telephone # used to login to the Portal: (____) _____

NEW Email address used to login to the Portal: _____

NEW Telephone # used to login to the Portal: (____) _____

Please note we DO NOT recommend that you use your work email or cell phone. The information provided on this form should be your personal information that is not easily accessible by any outside parties.

THE ABOVE ANSWERS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. I hereby certify under penalty of perjury under the laws of the State of California, that the information given in this form is true, correct and complete to the best of my knowledge.

PARTICIPANT SIGNATURE

DATE

Email: BenefitServices@carpenterfunds.com Please note you will receive an automated response that your email has been received by the Benefits Services Department. Your ID number is required to locate your account for processing. The contents of your received email are not accessible for review for 48 hours by the Benefits Services team. All documents are processed in date order received.