

# CREATING YOUR MEMBERXG ACCOUNT

1

Visit [heartlandwellnessfund.com](http://heartlandwellnessfund.com) and use the MemberXG link to access the site. You may also go directly to MemberXG using the QR code below.



2

Click the green **Create Account** button.

On a mobile device, you may see a person with a plus sign.

Access your benefits.  
Check your benefits 24/7, no need to call the fund office. Login with your email and password to continue.

someone@example.com

Password

**Create Account**

[Can't access your account?](#)  
Non-discrimination

3

Registration: Create Your Account

User Type  
 Member  
 Dependent

Email: someone@example.com  
Confirm Email: someone@example.com

First Name: \_\_\_\_\_  
Last Name: \_\_\_\_\_

Enter last 4 digits of SSN/SIN: Last 4 digits: \_\_\_\_\_  
Date of Birth: MM/DD/YYYY

ZIP Code/Postal Code: ZIP/Postal Code: \_\_\_\_\_  
Mobile Phone (optional): (123) 456-7890

**Next**

Get access to your benefits information anytime. Membership is FREE for members and dependents.

Need Help? Click [here](#) to learn how to create your account.

If you are the member, select member. If you are a dependent, select dependent. You will need to have the member's SSN and date of birth.

Fill in your information. You must type your email address twice to confirm it is valid. When you have completed the form, click the green **Next** button.

4

Create a password that follows the listed requirements. It must be at least 12 characters long. Re-enter the password to confirm it. Select and answer three different security questions. Keep these answers in a secure place, as they will be used to reset your password. Choose how long you would like your password to be active, then click the box to agree to the terms and conditions. Click **Finish**.

Registration: Create your password and security questions

Enter password: \_\_\_\_\_  
Confirm password: \_\_\_\_\_

Security Questions 1: Please select a question...  
Answer 1: \_\_\_\_\_

Security Questions 2: Please select a question...  
Answer 2: \_\_\_\_\_

Security Questions 3: Please select a question...  
Answer 3: \_\_\_\_\_

Password Expiration: 90 days

I agree to the [Terms of Use](#) and [Privacy Policy](#)

**Previous** **Finish**

Passwords must be at least 12 characters. Passphrases are encouraged for your security and ease. Special characters, spaces, and numbers may be included. Cannot reuse passwords used within the last 365 days.

Remember: security answers are case sensitive.

Use your email address and password to login.

An access code will be sent to your email address. Access your email from a new web browser tab or from your mobile device. **Do not close or navigate away from the MemberXG tab.**

Type the 6-digit access code into the box and click **Verify and Log In**.

5

Access your benefits.  
Check your benefits 24/7, no need to call the fund office. Login with your email and password to continue.

someone@example.com

Password

**Log In** **Create Account**

[Can't access your account?](#)  
Non-discrimination

To verify your identity, enter the access code that we have sent to your email address.

Enter Access Code: \_\_\_\_\_

**Verify and Log In** **Back**

[Need a new access code?](#)

**NOTE:** Each time you log in from a new computer or device, you must enter a new access code. After your initial login and supplying a phone number, future access codes may be texted or emailed to you.