

Dear Member,

Welcome to the new Participant Experience through the Participant Edge, secure online experience to your personal benefit information. Below is your guide to this new experience:

You will need to setup a new username and password:

## ACCOUNT SETUP / REGISTRATION

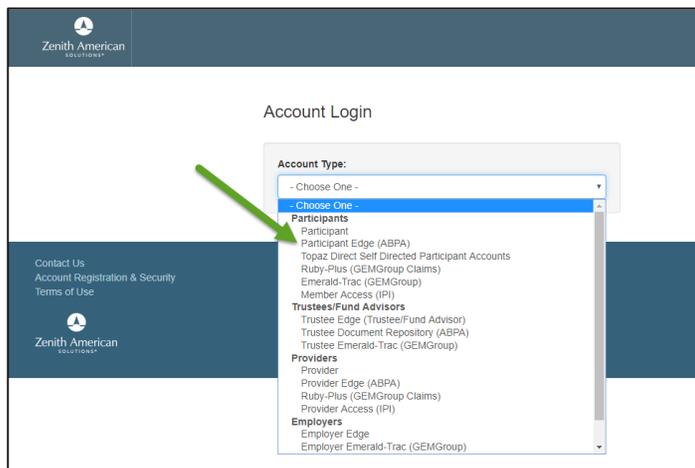
### STEP 1:

Navigate to [zenith-american.com](http://zenith-american.com), select [Login To Your Account](#).



### STEP 2:

Select [Participant Edge](#).



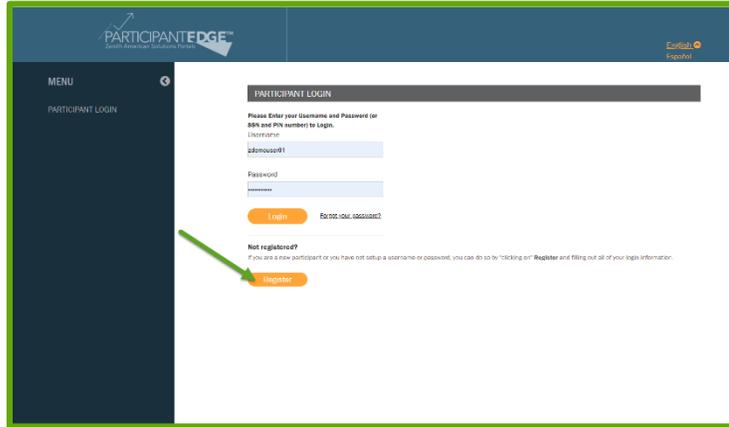


### STEP 3:

The first time you access Participant Edge, you will need to setup a new username and Password .

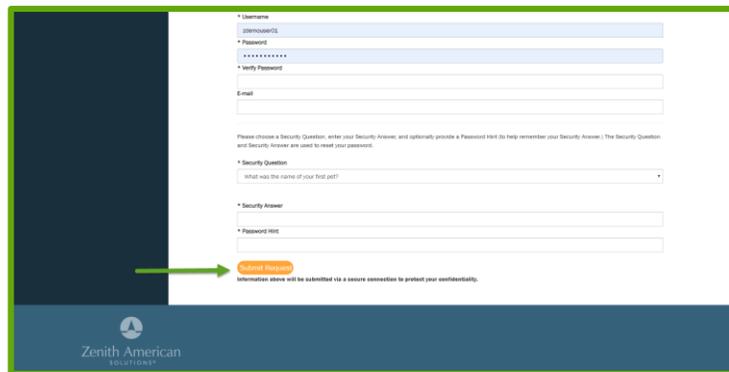
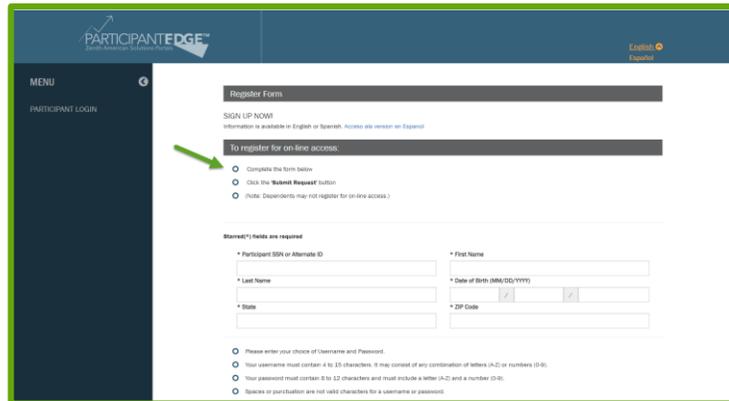
If you have previously registered, just enter your username and password and select [Login](#).

*NOTE: From this screen and throughout the website, you can choose your preferred language option – English or Española.*



### STEP 4:

Fill in the required fields (marked by an Asterisk\*) and select [Submit Request](#).





## SITE NAVIGATION

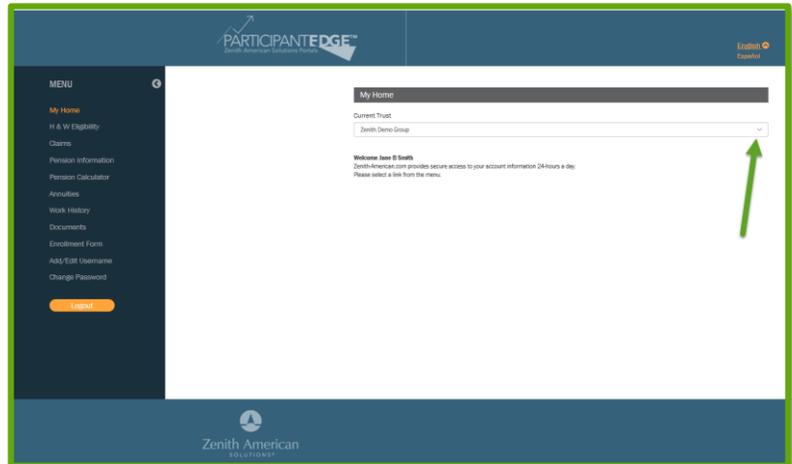
### STEP 1:

Choose from the **dropdown** the Trust you wish to view.



### STEP 2:

Select from the **MENU** the information you want to review.





## HEALTH & WELFARE ELIGIBILITY:

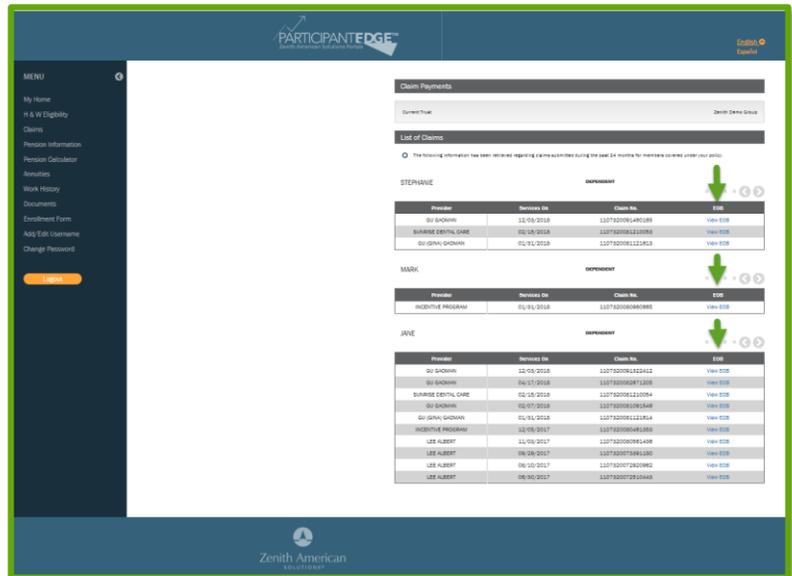
Displays participant information and Family/Dependent Eligibility status.



## HEALTH CLAIMS:

View all processed claims information including details, providers and associated dates.

A PDF file of each Explanation of Benefits (EOB) can be viewed and downloaded for each service by selecting [View EOB](#).





## PENSION INFORMATION:

Includes contributions by year.

**NOTE:** When active, these buttons allow you to scroll through additional available information.



YEAR	HOURS	RATE	CONTRIBUTION
2014	376.75	0.25	94.19
2015	61	0.25	15.25
2016	382.58	0.4	153.04
2017	2065.13	0.4	826.05
2018	2066.39	0.4	826.55
2019	1893.63	0.4	757.45
<b>TOTAL</b>	<b>6,845.48</b>		<b>2,672.53</b>

## PENSION CALCULATOR:

The pension calculator allows for estimating pension benefit. Simply choose the fund, enter the starting date for your retirement and select **Calculate Pension**.

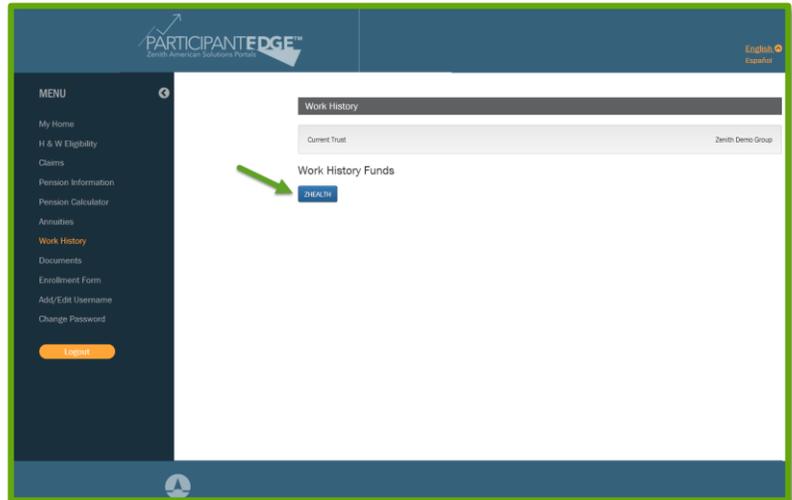
**NOTE:** The calculator is for estimating purposes only. Use of the calculator does not activate pension application process.



## WORK HISTORY:

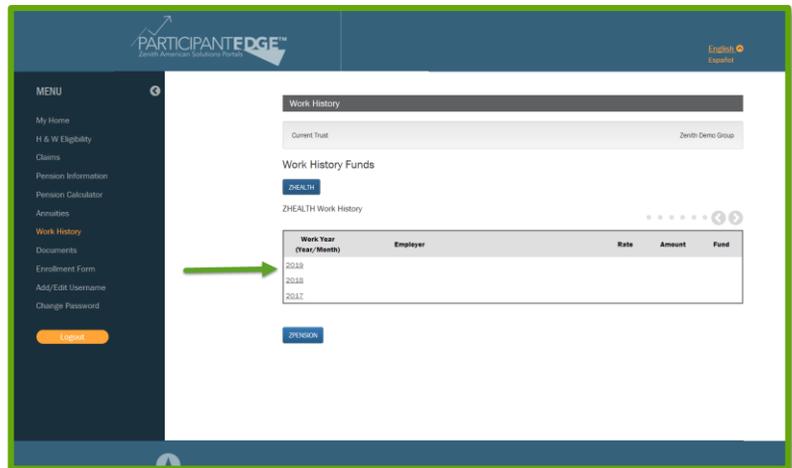
Select **Work History** from the MENU.

Select **Benefit Type** box under **Work History Funds**.



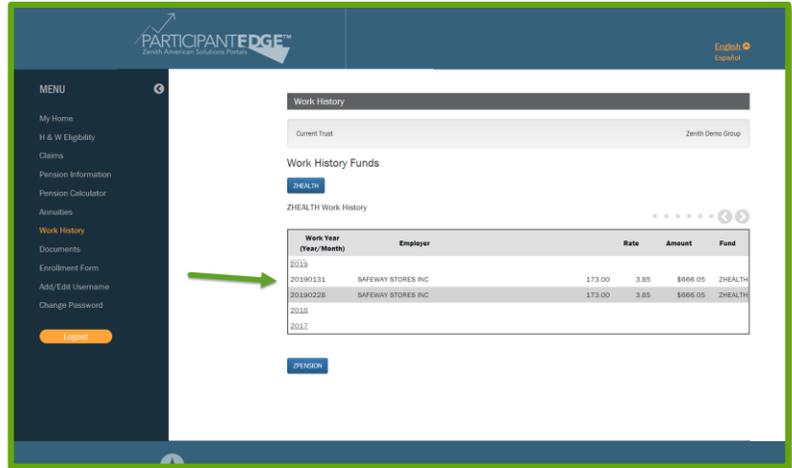
## WORK HISTORY – CONTINUED:

A window displaying years will open.  
Choose the year you wish to view.

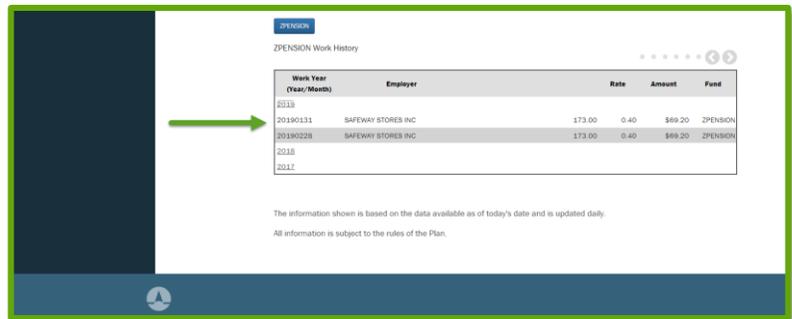




The **Work History** window will expand to display work year, Employer, Rate, Amount, and Fund.



You can also expand the view for **Pension Work History**, follow the same steps and select year.





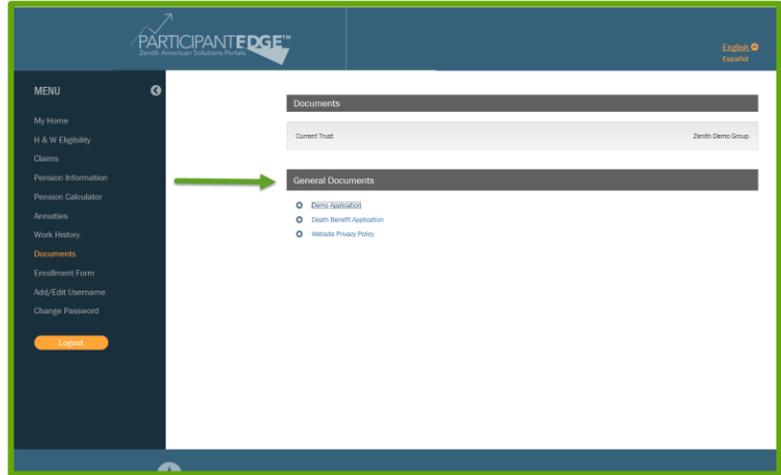
## DOCUMENTS:

Downloadable documents are available.

Select **Documents** from the MENU.

All available documents associated with the Plan will be displayed.

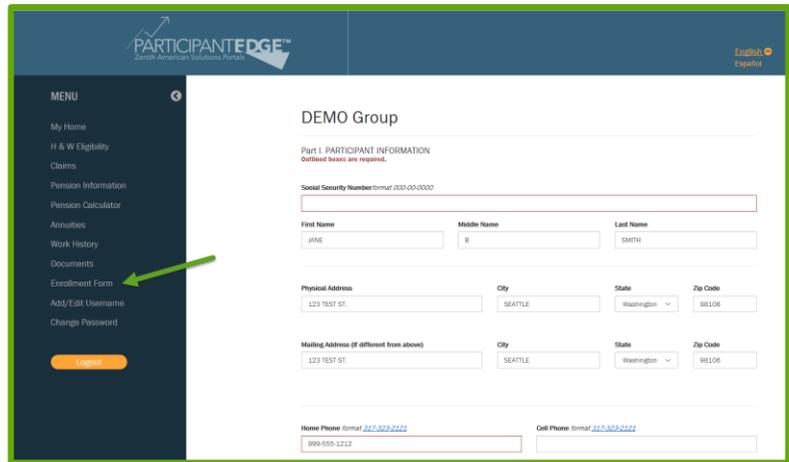
Once selected, a PDF form will of the document will open.



## ENROLLMENT FORM:

An online enrollment form is available on your website.

Choose **Enrollment Form**, and complete the information on the screen.





Once the first page is completed, select [Next Step](#).

Complete all fields and [Submit](#).

**PARTICIPANT EDGE™**  
Zenith American Solutions Portal

English  
Español

### DEMO Group

Part I. PARTICIPANT INFORMATION  
*Outlined boxes are required.*

Social Security Number format 000-00-0000

First Name: JANE Middle Name: B Last Name: SMITH

Physical Address: 123 TEST ST. City: SEATTLE State: Washington Zip Code: 98108

Mailing Address (if different from above): 123 TEST ST. City: SEATTLE State: Washington Zip Code: 98108

Home Phone format 917-322-2121: 999-555-1212 Cell Phone format 917-322-2121

Email Address: Local Number:

Date of Birth format 12/31/2018: 04/20/1991 Gender: -select-

Present Marital Status: -select-

[Clear](#) [Next Step](#)



## ADD/EDIT USERNAME:

You can change your Username. Choose a username that contains 4 – 15 characters. It may consist of any combination of letters (A-Z) or number (0-9).

Once complete, select [Submit](#).

## CHANGE PASSWORD:

Enter [Old Password](#).

Enter [New Password](#).

**NOTE:** Your password must contain 8 to 12 characters and must include a letter (A-Z) and a number (0-9).

Confirm [New Password](#).

Select [Submit](#).



To log out, Select the **Logout** button from the MENU.

