

First Time Login

# NBS Web Portal

## How Do I Access My Online Account?

Registering for and logging into your account online is easy. Just follow the instructions below.

### 1 Get to the website

- ▶ Using your Internet browser, navigate to: <http://my.nbsbenefits.com>
- ▶ Click "Register" on the home page. (Highlighted in red below.)

nbs national benefit services

855-399-3035  
service@nbsbenefits.com

SIGN IN REGISTER

Welcome to our new portal. To use the legacy portal, [click here](#).  
The legacy portal will be retired on October 28th.

*If you have an existing username and password, click "Sign In" - there is no need to register again. If you have never registered, click "Register."*

### QuickLinks


Which Plan is Right for Me?	Documents & Forms	Frequently Asked Questions
Short Term Savings	Calculate your Tax Savings	Enroll Here

TRY OUR MOBILE APP

Google play Available on the App Store








## 2 Complete the required fields of the registration form

- ▶ Username and password
- ▶ Personal information - name and email address
- ▶ Employee ID: Please enter your **Social Security Number**
- ▶ Employer ID OR NBS Benefits Card Number.
  - Employer ID is a 9 digit code given to you in your welcome email from NBS, or may be obtained through your employer or by contacting NBS at (855) 399-3035
- ▶ Accept the Terms of Use
- ▶ After completing all required fields, click "Register"

 To register with this site, you must have an **Employee ID** and a **Registration ID**, which is either your Employer's Employer ID or your Benefit Debit Card Number.

Register

STEP 1 > STEP 2 > STEP 3 > STEP 4

 Username *	<input type="text"/>	 Username must be between 9 and 15 characters long alphanumeric value
 Password *	<input type="password"/>	 A valid <b>password</b> must contain between 8 and 16 characters. A password must contain 3 of the following types of characters: <ul style="list-style-type: none"><li>• AN UPPER CASE LETTER</li><li>• lower case letter</li><li>• Special Character (% , ! , @ , etc.)</li><li>• A number</li></ul> A password cannot contain: <ul style="list-style-type: none"><li>• The same character repeating 3 or more times</li><li>• The word "password"</li><li>• The username</li><li>• Spaces</li></ul>
Password Strength		
 Confirm Password *	<input type="password"/>	
First Name *	<input type="text"/>	
Initial	<input type="text"/>	
Last Name *	<input type="text"/>	
 Email *	<input type="text"/>	
 Employee ID *	<input type="text"/>	
Registration ID *	Employer ID <input type="text"/>	
	<input type="text"/>	

I accept [Terms of Use](#)