



BAY AREA PAINTERS AND TAPERS PENSION AND ANNUITY TRUST FUNDS

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Dear Participant,

The Board of Trustees is pleased to announce the release of our new website where you can access plan information and your personal benefit data, in real-time, at www.bayareapainterstrust.org.

Online Services for Plan Participants

The website service enables you to access your personal data within a straightforward environment accessible from your computer, tablet, or mobile device. The site provides you with access to your work history, pension benefit summary and more.

Self-Registration & Account Activation

Self-Registration enables you to create your own user name and password. To access your account, complete the following one-time activation process.

1. From the website HOME screen, click on **Create New User Account**.
2. Complete the registration form and click on **REGISTER FOR ACCESS**.
3. An activation email will be sent to your email address from HS&BA Web Services containing an activation link and code.
4. Click the activation link in the activation email and the system opens the Account Activation page.
5. Enter your user name (email address), password, and activation code.
6. Once you complete the activation process, you will arrive at the **Terms of Use** screen.
7. Accept the Terms of Use to continue and you will arrive at your dashboard and personal benefit data.

Electronic Change of Address

Moving? Submit your change of address online. When you use this service, the system updates your records in real-time. To access the online Change of Address form, select **E-Forms** from the dashboard navigation menu.

Forgotten Password

If you forget your password, follow these steps.

1. From the **Login** screen, click on **RESET PASSWORD**.
2. From **Forgot your Password?** screen, enter your user name and click **SUBMIT**.
3. Follow all prompts and an activation email will be sent to your registered email address with further instructions for creating a new password.

Contact Us for Assistance

We hope you find the website and access to your personal benefit data a useful resource to understand your benefits and how to access them. If you have questions or need assistance, please contact the Trust Fund Office at (866) 894-3705 or email paintersinfo@hsba.com.

Health Services & Benefit Administrators
On behalf of the Board of Trustees