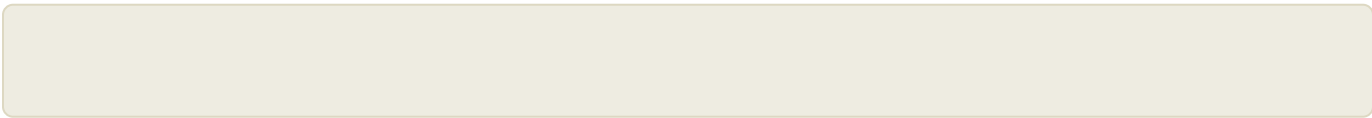


# Online Enrollment Instructions



- x Employer Code: NCC
- x First initial and last name
- x Date of Birth
- x Email Address

Enter the username that you would like to use, complete the security questions, and click register. Shortly after registering for online access you will receive an e-mail containing a link allowing access to the participant portal. Click the link to access the participant portal.

DQG VHOHFW WKH 2QOLQH Q WURH OPHQVZL Q RSD JH VHOHFW HQUROO RQ

**Step 4:** Select the checkbox for each benefit you would like to enroll in and enter the total amount  
RX G OLNH WR HOHFW IRU WKH SODQ HDU 2QFH RXU HOHFWLRQV DUH

Contact Navia Benefit Solutions  
Monday through Friday 5am to 5pm (PST)

Call: (425) 452-3500 or (800) 663-539

Email: [customerservice@naviabenefits.com](mailto:customerservice@naviabenefits.com)