Below are your instructions for creating your own Benefit Inquiry Site (BIS) account, for viewing your benefit information for the Bricklayers Union No. 1 of Kentucky Pension Trust Fund.

- Begin by logging in to the customized web site at http://www.kybricklocal1benefits.org
- Position your mouse over the Pension link at the top of the screen. This will expose the available hyperlinks within the site.
- Choose Current Benefit Status in the available hyperlinks. This will open either a new web browser window or tab, depending on how your web browser is configured.
- In the ID field, type your Social Security Number, using no hyphens or spaces.
- In the Password field, type M3W344H. (This is a generic password used only the first time you log in).
- Click on the Login Button.

You will then be prompted to select a unique password and a secret question in case you lose your password. Example:

First Name: John
Last Name: Smith
Middle Initial: I
Mother Maiden Name: Jones
New Password: ____________ (6-12 characters total, must use alpha and/or numeric characters, no symbols)
Confirm New Password: ____________
Secret Question: Who was my 1st grade teacher (You must choose a question to enter here.)
Answer: Michalson (Answer to question you asked above)

(Tip: We recommend using a simple, one-word answer to your security question, which will make it easier to remember and reiterate it later, should the need arise.)

- After entering the above information, click the Sign Up Button and you will return to the original login screen.
- In the ID field, type your Social Security Number.
- In the Password field, type the new password you created.
- Click on the Login Button and you will be taken to the Employee Menu.

You will now have access to the benefit information screens. For all future logins, please use the new password you just created.

Note: In the event that you forget your password, click on the Forgot Password link on the main Sign On screen. You will then be prompted for your Name and SSN#. Click the Submit button and your browser will return your secret question to you. Enter the answer exactly as you typed it in when you set up your password. Once again, click on submit, and if you have entered the correct response, your password will be displayed on the next screen.

If you have any difficulties logging in, please do not hesitate to contact Greg Smith at (517) 327-2148. However, if you have specific questions related to your benefits, please contact the Fund Office at (844) 592-7425 or (844) KY-BRICK.