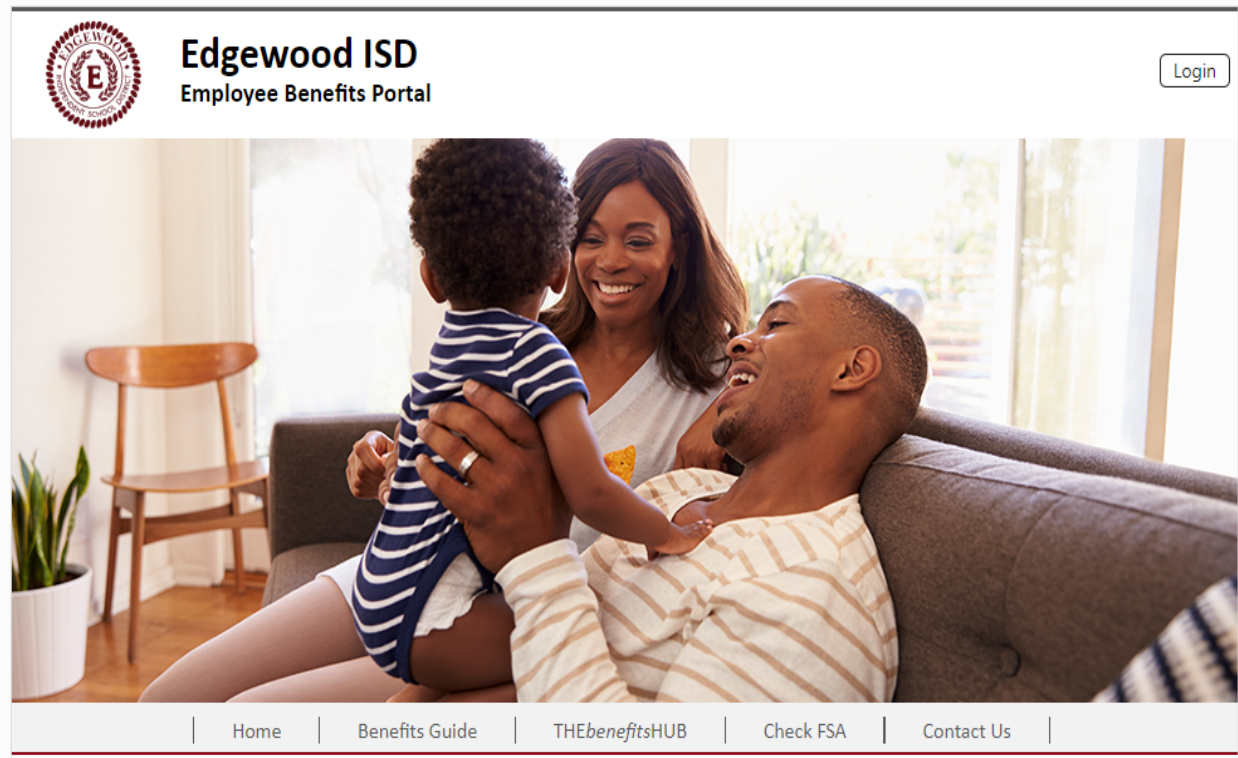# THE benefits HUB

Enrollment Instructions for THE*benefits*HUB

Site Access: To access your employer online enrollment site, THE*benefits*HUB, you can login to the following website www.mybenefitshub.com/edgewoodisdofsa

Username: The **first six (6) characters** of your **last name**, followed by the **first letter** of your **first name**, followed by the **last four (4)** digits of your SSN:

Example: Employee Name - Robert Smith, SS# 123-45-6789   User Name: smithr6789

Default Password: **Complete Last Name** (Excluding Punctuation) follow by the **last four (4) digits** for your **SSN**

Password Reset: Employees will prompted to update the password once you enter the site.

US Employee Benefits Services Group

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