


How Do I Access?











To pay your bill online or report payroll online, you must be a registered user of the  FCBI now! online portal. If you do not currently have access, it is easy to register.

- If you are the main contact, you will receive an email from processing@fcbifund.com. The subject is “Welcome to our portals system!” Check your junk/spam folder.
- Your username is your email address. There will be a link to set your password. The format is:
 - ✓ Between 8 to 15 characters
 - ✓ Include at least one uppercase letter.
 - ✓ Include at least one lowercase letter.
 - ✓ Include at least one numeric digit.
 - ✓ Previously used passwords cannot be reused.
- If you have not received the system generated link, send an email to FCBInowInsuredPortalHelp@fcbifund.com with your contact info including the email address to use, phone, and title or call 866-469-3224 Option 1.
- You will receive an email from processing@fcbifund.com. Check your junk/spam folder.
- You may now login to your account. Go to: <https://fcbifund.com>. Go to the Policyholder Login Button which will take you to your portal login.

Who Do I Contact for Help?

- For login issues and other technical issues, send an email to FCBInowInsuredPortalHelp@fcbifund.com or call 866-469-3224 Option 1.
- For help navigating the portal, contact FCBInowInsuredPortalHelp@fcbifund.com or 866-469-3224 Ext. Option 1.
- For billing or invoice issues, contact 866-469-3224 Option 1 or email policy@fcbifund.com.
- For payroll reporting issues, contact Mary-Catherine Casey at marycatherine.casey@fcbifund.com or 386-267-0371.

What Are the Benefits for You of the FCBI Policyholder Portal?

- Access all policy information in one place including downloading your policy.
- Payment options now include .          
 - a. Set up a one-time payment or **AutoPay with Paperless** automatically each month. FCBI does not keep your payment method information. You can also choose to go “paperless” for other payment options.
 - b. You can phone in a payment to our automated payment system at 844-402-1038.
- Report monthly payrolls, the amount due is calculated online, Pay the invoice online or print and mail a check. Payment options are the same as above.