Carpenters.org Member Account Creation
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Member Account Creation

1. Navigate to the Carpenters.org website. Select the Members link from the home screen.

2. Under the “Managing Member Info & Benefits” heading, select “Members: Update Your Contact Information”.

3. Click the “First Time? Register Here!” button.
4. Enter the following information. If you do not know your UBC Member ID please contact your Local Union Office or your Regional Council for assistance https://www.carpenters.org/regional-council/
   - UBC Member ID – This can be found on your Training Verification Card (TVC)
   - Last Name
   - Birth Date
   - Username – Must be unique and can be of your own choosing.
   - E-mail address

Check the “I’m not a robot” box then click the “submit” button.
5. If submission is successful you see the following screen:

Register / Create an Account

A verification email has been sent to [email address]@carpenters.org. Follow the instructions in the email to complete registration within the next 48 hours.

If you do not receive the email within the next 15 minutes, please check the following:
- Verify that the email address provided is correct. If not, [CLICK HERE to re-register].
- Look for the email in the Junk/Spam folder.
- [CLICK HERE to re-register] using an email address from a different email provider.

You will receive a verification e-mail with 5 to 10 minutes, be sure to check your spam folder. If the e-mail does not arrive you will need to re-register using a different e-mail address. This can be done by clicking the “CLICK HERE to re-register” link and repeating step 4 of this guide.

6. Upon receiving the e-mail, click on the “Verify Account for Carpenters.org” button.
7. Enter a new password and then confirm your new password in the fields provided. Be sure your password meets the minimum requirements, then click the “Submit Button”

8. If successful, the following screen will appear and you will be able to login to your account using your new Username and Password.
Forgot Username

If you have forgotten your username please follow these steps to retrieve it.

1. Click the “Forgot Username” link from the login screen.

![Image of login screen with a red arrow pointing to the "Forgot Username" button]

2. Enter your UBC Member ID - This can be found on your Training Verification Card (TVC) then enter the e-mail address originally used to sign up for your account and click submit. If you do not know your UBC Member ID or the e-mail address used to create your account please reach out to your Local Union Office or Regional Council for assistance [https://www.carpenters.org/regional-council/](https://www.carpenters.org/regional-council/)

![Image of request username form]

3. If the submission is successful, you will receive an e-mail containing a link to your username within 10 minutes.
4. Upon receiving the e-mail, click on the “Request Username” button.

Hello!

A Username request was submitted to the United Brotherhood of Carpenters website (carpenters.org) for an account associated with this email address [REDACTED]. If this is correct, click the button below to verify your email address and retrieve your Username.

If you did not submit this request, no further action is required.

Regards,
UBC Authentication Portal

If you’re having trouble clicking the “Request Username” button, copy and paste the URL below into your web browser: https://auth-staging.carpenters.org/username/verify%24y%2419%26Gji95rz9Pwrfk8ycxAmSiuO%26VqOzzrKAKAULel6aMkNhRiuagprC

5. You will then be directed to a screen displaying your username and an option to log into carpenters.org.
Forgot Password

If you have forgotten your password please follow these steps to retrieve it.

1. Click the “Forgot Password” link from the login screen.

2. Enter your UBC Member ID, this can be found on your Training Verification Card (TVC), then enter the e-mail address originally used to sign up for your account and click submit. If you do not know your UBC Member ID or the e-mail address used to create your account please reach out to your Local Union or your Regional Council for assistance [https://www.carpenters.org/regional-council/](https://www.carpenters.org/regional-council/)

3. If the submission is successful, you will receive an e-mail containing a link to retrieve your password within 10 minutes.
4. Upon receiving the e-mail, click the “Reset Password” button.

5. A new webpage will load asking you to confirm your Username, and then create and confirm your New Password. When you have filled out all of the required fields, click the “I’m not a robot” button, then click “Submit”.
Update Password

1. Navigate to the Carpenters.org website. Select the Members link from the home screen.

2. Under the “Managing Member Info & Benefits” heading, select “Members: Update Your Contact Information”.

3. On the profile page click “Change Password”
4. Enter in your current carpenters.org password then enter in your new password and confirm. Click “Submit.”

5. Upon successful completion you will be taken back to the profile page and receive a message displaying “password updated.”