



# Online Account Access

## Employee / Member Portal

## Login

If you have not created a user account or login before, you will need to register as a new user.

1. Visit login page: [clients.manhattanlife.com](http://clients.manhattanlife.com)
2. Click "Register Now"
3. Complete each step to register

Policy Number	Block No.	Effective Date
Policy: 000001122	Block No: 001	Effective Date: 7/1/2009
Company No: 0001	Block No: 001	Effective Date: 7/1/2009
Policy: 000001123	Block No: 001	Effective Date: 7/1/2009
Company No: 0001	Block No: 001	Effective Date: 7/1/2009
Policy: 000001124	Block No: 001	Effective Date: 7/1/2009
Company No: 0001	Block No: 001	Effective Date: 7/1/2009

## Dashboard

Once logged in, view a full list of your policies, beginning with each policy number followed by its basic details. Select a policy for complete details.

## Policy Details

See your premium, payment frequency, riders on the policy, and payments. Additionally, view policy participants and access online forms and PDF form downloads.

## Policy Assistance

Get help managing your policies with the contact information provided and view records of correspondence.

## Employee / Member Services

- Customer Service –
  - Phone: 855-448-6982
  - Email: [VBCustomerCare@ManhattanLife.com](mailto:VBCustomerCare@ManhattanLife.com)
- Employee /Member Portal:
  - Access to policy numbers, basic plan details and full member certificate.
  - <https://clients.manhattanlife.com/#/>
- Claims Methods –
  - Email: [vbclaimssubmissions@manhattanlife.com](mailto:vbclaimssubmissions@manhattanlife.com)
  - Fax: 1-502-405-7107
  - Mail: ManhattanLife, PO Box 926169 Houston, TX 77092
  - Telephonically: 855-448-6982 for wellness and maternity express disability claims.
  - Via online employee /Member portal
  - Via mobile app – Easy Upload by ManhattanLife
- Link to ManhattanLife claim forms a:
  - [ManhattanLife > Employers > Group Products > Claim Forms](#)