



Quick Guide to Getting Started

everestfuneral.ca • 1-800-913-8318 • 011-1-905-754-1922

- **Log-in everestfuneral.ca** to use the **Everest Online Tools**
- **Register** as a **First Time User** with your **Enrollment Code** included in the **Welcome Brochure** mailed to you, or you can **Call Everest** to get your **Enrollment Code**
- **Enter** your **email** and select a **Password** to **Complete Registration**
- **When Returning**, you will **Log-in** as an **Existing User**

Existing User
If you are an existing Everest client and have a User Account, **Log On** now.

Email Address:

Password:

[Forgot password?](#)

Log In

First Time User
If this is your first time using Everest's online planning tools, create an account now.

Email Address:

Enrollment Code:

[What is this?](#)

Register

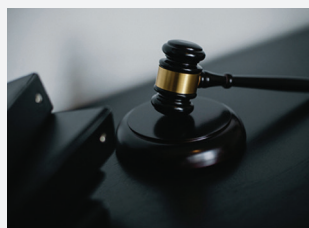


Tenzing™

Document Vault

1. Open Tenzing
2. Add Designees*
3. Select Pre-Labeled Folder or Add Custom Folder
4. Upload Information Using the "+" Icon
5. Organize, Edit, and Update Your Documents

*You can select up to 4 designees that will have access to your information after your death.



Will Prep™

Create a Legal Will

1. Open Will Prep
2. Click Get Started
3. Select a Document and Region
4. Answer Questions
5. Refer to Guidance Notes for Help
6. Go to My Documents to Access your Document Again



My Wishes

Funeral Pre-Planning

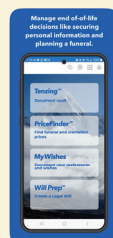
1. Open a Planning Document
2. Answer the Questions
3. Download, Share, or Save in Tenzing



PriceFinder™

Funeral Home Prices

1. Open PriceFinder
2. Enter and Search City or Zip Code
3. Select Funeral Homes
4. View Selections
5. Create Report



Go Mobile with the Everest Tools app available in the App Store or Google Play