



How to Login for the First Time

You will receive a “Welcome to Trailblazer” email on January 1st which contains a link to access the CAMComp Member Portal and create your password.

Welcome to Trailblazer!



If there are problems with how this message is displayed, click here to view it in a web browser.

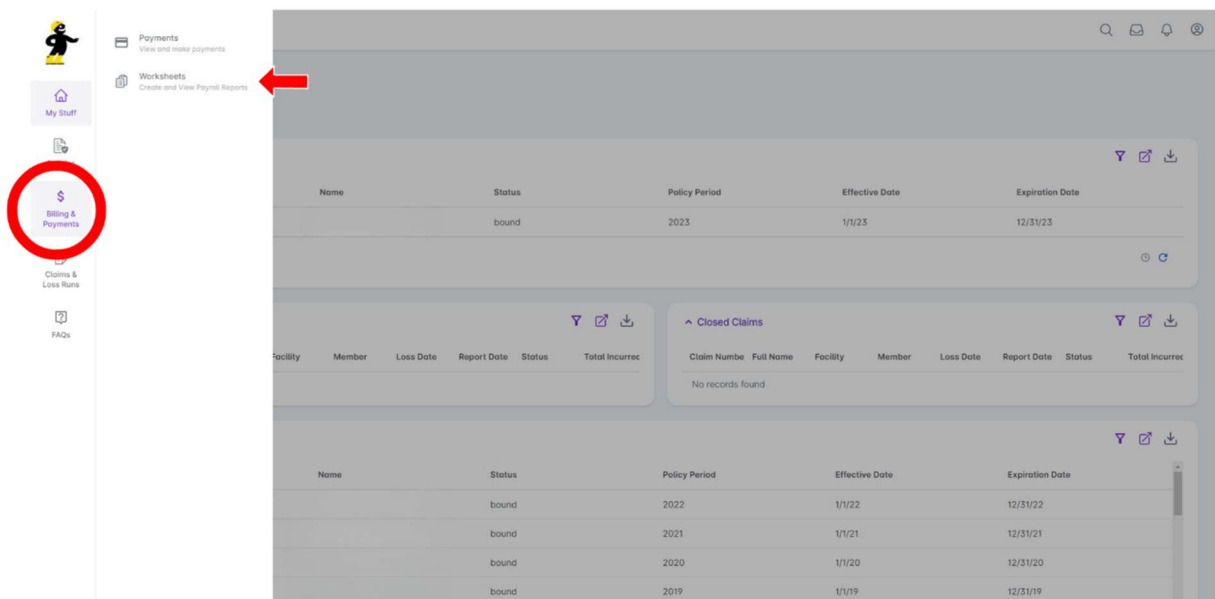


If you don't receive the email:

1. Check your junk folder
2. You can reset your password by navigating to <https://camcomp.app.trailblazertech.com/forgot-password>, using your email address as your user name.

To Make a Payment

- Click on “Billing & Payments” icon on left side of the screen (**circled**)
- Click “Worksheets” (**arrow**)





- Click "Create Worksheet"

Worksheets
Create and Edit Payroll Reports

+ Create Worksheet

Created On	Policy Number	Payroll Period	Status	Submitted On	Total	Paid Status	Paid On
No records found							

Complete Payroll Worksheet

- Select "Reporting Month" (1)
- Click "No payroll" box if applicable (2)
- Update "Monthly Gross Payroll" for each class code (3)
- Click "Calculate Premium" (4)

Premium will automatically be calculated for you

- Click "Submit Worksheet" (sample below)

Policyholder *

Policy *

Monthly reporting date must be between policy effective date 1/1/23 and expiration date 12/31/23.

1 Reporting Month *
01/2023

2 No payroll

3 Gross Payroll Amount

Class Code	Class Description	Gross Payroll Amount
5606	Contractor-Executive Supervisor	0
8601	Architect or Engineer - Consulting; Surveyor	0
8742	Assessment Of Patient At Home - No Counseling	0
8810	Clerical Office Emp; Drafting Emp; Bank Tellers; Library or Museum Emp	0
Total Gross Payroll Amount		0

4 Calculate Premium Save Draft

Reporting Month
01-2023

Class Code	Class Description	Gross Payroll Amount	Class Code Rate	Total
5606	Contractor-Executive Supervisor	100	1.69	2
8601	Architect or Engineer - Consulting; Surveyor	1,000	0.65	7
8742	Assessment Of Patient At Home - No Counseling	1,000	0.36	4
8810	Clerical Office Emp; Drafting Emp; Bank Tellers; Library or Museum Emp	1,000	0.15	2
Total Gross Payroll Amount		3,100		
			Sub Total	15
			Worksheet Factor See Details	0.95000
			Premium Amount	14
			Total Due	14

Make changes Submit Worksheet



Add Payment Information and Submit Payment

- After submitting your worksheet, scroll down to bottom of the page and click “Make Payment”

Class Code	Class Description	Gross Payroll Amount	Class Code Rate	Total
5606	Exec.Supervisors - NO LABOR	\$ 10,000.00	1.69	\$169.00
8601	Engineer or Architect	\$ 200.00	0.65	\$1.00
8742	Salesperson, Collectors	\$ 1,000.00	0.36	\$4.00
8810	Clerical Office Employee NOC	\$ 1,000.00	0.15	\$2.00
Total Gross Payroll Amount		\$ 12,200.00	Sub Total	\$176.00
			Worksheet Factor See Details	0.9500
			Premium Amount	\$167.00
			Total Due	\$167.00

[Make changes](#) **Make Payment**

- Select payment method **(1)** and Add information in all fields and click “validate”
- To save this payment method, check the “Save card for future use” box **(2)**
- Click “Submit Payment” **(3)**

Worksheet Details

Insured Name	123456789	Policy ID	
Effective Date	1/1/23	Expiration Date	12/31/23
Premium	\$167.00	Status	SUBMITTED

Payment Method **(1)** Credit ACH

Saved Payment Methods

Name on Card *

Credit Card Number **(3)**

Expiration CVC Postal

Save card for future use **(2)**

Payment Details

AMOUNT	\$167.00
FEE	\$5.85
TOTAL	\$172.85