

# Claims Submission Options

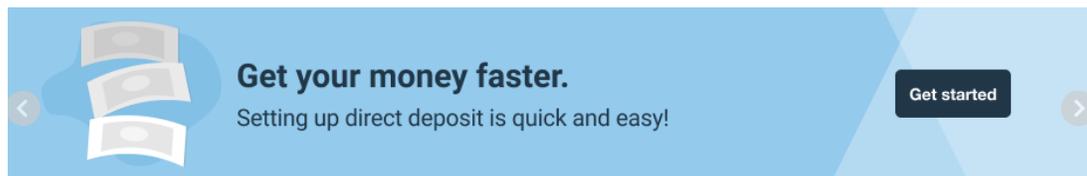
Access your Flexible Spending Account online at: [www.myfsaexpress.com](http://www.myfsaexpress.com)

## Submit Online Claims:

- Access [www.myfsaexpress.com](http://www.myfsaexpress.com) and click on the **View my 2022 Balance** link
- On the main Dashboard, hover over the Claims drop down menu and select Submit Claim
- If you're a new user, click on get started and enter a few pieces of identifying information about yourself. Once logged in:
- Click on **File A Claim**
- Enter your claim details and be sure to upload your receipt or explanation of benefits that substantiates your eligible expense

## Add Direct Deposit:

- Under Tasks, click on setup a bank account for direct deposit
- Enter your bank account and routing number and specify whether the account is a checking or a savings account
- Once you enter your banking information, click on Submit. All future reimbursements will be issued to the bank account entered



- Submit claims, review account transactions and balances and scan for eligible items from the **Reimbursement by WEX** mobile app. Available now on the App Store and Google Play
- Search **Reimbursement by WEX** on Apple's App store for iPhone or Google Play for Android

Have additional question? Contact us today  
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