

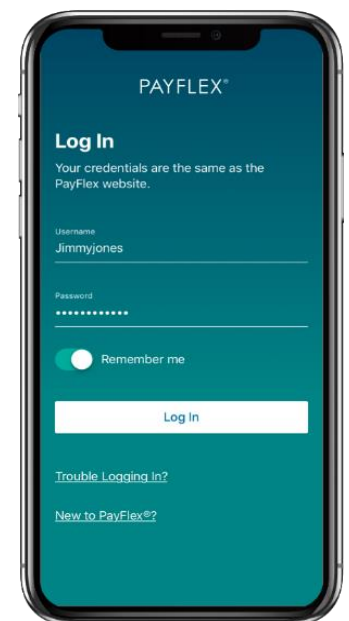
Manage your TexFlex FSA on the go With the PayFlex Mobile[®] app

One of the many benefits of having a TexFlex flexible spending account (FSA) is having access to the free (and secure) PayFlex Mobile app. This is a great way to manage your account(s) in the palm of your hand. With this app, you can do things like:

- Check your account balance(s) and view account activity
- Take pictures of receipts to easily file claims
- View your account alerts and “to-do” items
- Access the Eligible Expense Scanner
- Review a list of common eligible expense items

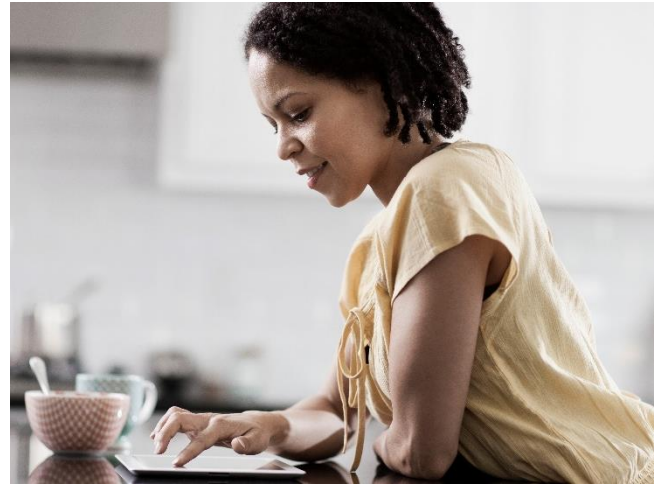
How to get started

- You can download the app from your mobile device’s app store.
- Simply search “PayFlex Mobile”.
- The app is supported by the following devices:
 - iOS version 10 or above on iPhone[®] 5S, iPad Air[®], iPad Mini[®] 2 or newer models and
 - Android version 7.0 Nougat or above on phones or tablets.
- Once you download the app on your mobile device, you can log in.
 - Make sure you first register your account online at www.TexFlexERS.com to create your username and password.
 - You will use the same username and password for the mobile app.



How to file eligible FSA claims on the app

1. After you log into the PayFlex Mobile app, tap **Manage**.
2. Select “**Request funds (submit a claim) from your reimbursement account(s)**”.
3. Tap to **Add a claim**. Then, select your expense type. Tap **Continue**.
4. Enter your expense details. Tap **Continue**.
5. Review your claim information and add another claim, if needed. Otherwise, tap **Next**.
6. Select where to send the funds to and tap **Next**.
7. Tap the **+ sign** to add a document. You can choose to take a photo, upload a photo, or upload a document. Your documents **must show** the following:
 - merchant/provider name
 - patient name (if applicable)
 - date of service
 - description of service
 - final amount you had to pay
8. After you upload your documents, tap **Next**.
9. Read the claim certification statement and select **Signature** to sign your claim. Then tap **Submit**.



Manage your account settings

- After you log into the PayFlex Mobile app, tap **Settings**.
- From this screen, you can review/manage your:
 - Profile
 - Touch ID preference
 - Account notifications
 - Bank accounts

We're here to help

If you need assistance while on the app, tap **Help**. From there, you can view our contact info, the Eligible Expense Scanner, a list of eligible expenses, accessibility services and more.

You can also log into www.TexFlexERS.com. Select **Help & Support** to email or chat with a TexFlex customer care representative, or call **(866) 353-9839 (TTY:711)**. We're available to help Monday through Friday, 7 a.m. to 7 p.m. CT, and Saturday, 9 a.m. to 2 p.m. CT.

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