

# YOUR CONEXIS ONLINE ACCOUNT

Resources at Your Fingertips



You have **instant access** to your CONEXIS account. We make it easy to log in anytime day or night, and when you do, you'll find useful tools and resources to help you make the most of your account funds.

## ONLINE RESOURCES

Get started today and log in to your online account so you can:

- Check your current account balance
- Review your benefit card transactions and monthly activity statements
- Sign up and manage Real-time Alerts
- Make an online payment
- Order benefit cards for your eligible dependents
- Report a lost or stolen benefit card
- Find many other helpful resources and valuable information

Access your account by visiting [mybenefits.conexis.com](http://mybenefits.conexis.com).

## KEEP UP WITH CARD ACTIVITY

By enrolling in Real-time Alerts, you can receive messages about your benefit card activity. And you can decide which topics you'd like to know about – select all of the alerts or just pick those that inform you of transactions requiring action. Simply log in and select **Real-time Alerts** to sign up.

## QUICKLY SUBMIT A RECEIPT

The **Submit Card Receipt** quick link is the gateway to verify a benefit card transaction requiring action. Log in from your computer to use our interactive Benefit Card Return Form and upload your itemized receipt or other supporting documentation. Or if you have an iPad®, iPhone®, or iPod touch®, download the **MyCONEXIS mobile app** from the App Store and use it to clear unresolved card transactions. Learn more at [www.conexis.com/mobileservices](http://www.conexis.com/mobileservices).

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The CONEXIS Elite Benefit Card is issued by UMB Bank, n.a., pursuant to a license from Visa U.S.A. Inc.



## INSTANT ONLINE PAYMENTS

There is no need to panic if you lose a receipt for one of your unresolved card transactions or purchase an ineligible expense. You just need to pay back your plan, which is easy to do with our **Online Payment tool**. Paying online has many advantages over sending a check by mail, including instant updates to your account status and balance. Plus, this tool can be used to clear up all unresolved transactions, and if your card is suspended, it will be reactivated as the online payment is processed.

## INFORMATION WHEN YOU NEED IT

Your online account not only gives you your real-time account balance, but you can also view the notices we send and find other informative resources – frequently asked questions, lists of eligible expenses, our contact information, and much more. Being in the know is the best way for you to maximize your account funds.

## PAYING OUT OF POCKET

If you don't use your benefit card to pay for an eligible expense, simply submit a reimbursement request. From your computer, log in to your account, click the **Forms** quick link, and then:

- Use the interactive form or download a PDF.
- Print and sign the form.
- Once completed, upload the form and your supporting documentation.

Or if you have an iPhone, iPad, or iPod touch, use the **MyCONEXIS app** to submit a reimbursement request. Log in from your mobile device, add the expense details, and take a photo of your supporting documentation.



**LOG IN TO YOUR ACCOUNT TODAY.**

**877.CONEXIS | MYBENEFITS.CONEXIS.COM**

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