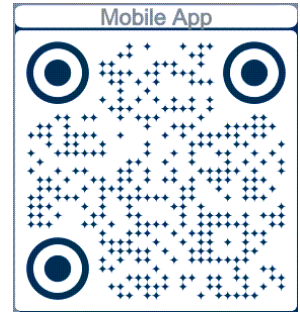


How to download the 'Your Flex Benefits' mobile app to submit your claims for reimbursement



1. Scan the QR Code to the right with your device to find the app quickly.

Or

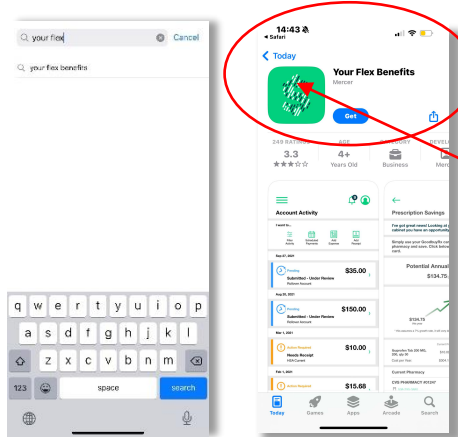
2. Open either the Apple App Store (for Apple devices such as an iPhone or iPad) or Google Play Store (for Android products such as a Samsung, Google, or other similar phones or devices).



3. You will search for the free 'Your Flex Benefits' app by typing **Your Flex Benefits** in the search bar of either the Apple App Store or Google Play Store. You will download the '**Your Flex Benefits**' app in one of two ways:

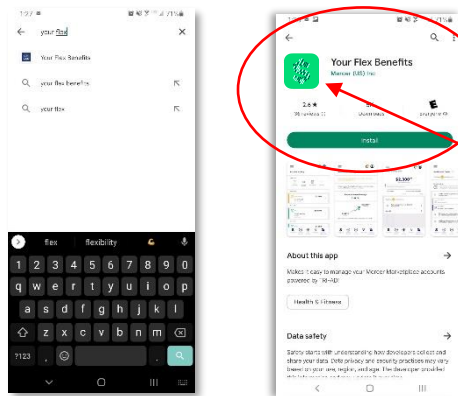
- a. For Apple devices – download by tapping 'GET' to the right of the  icon, as illustrated below.
- b. For Android devices – download by tapping 'INSTALL' below the  icon, as illustrated below.

If using an Apple device, this is what you will see:



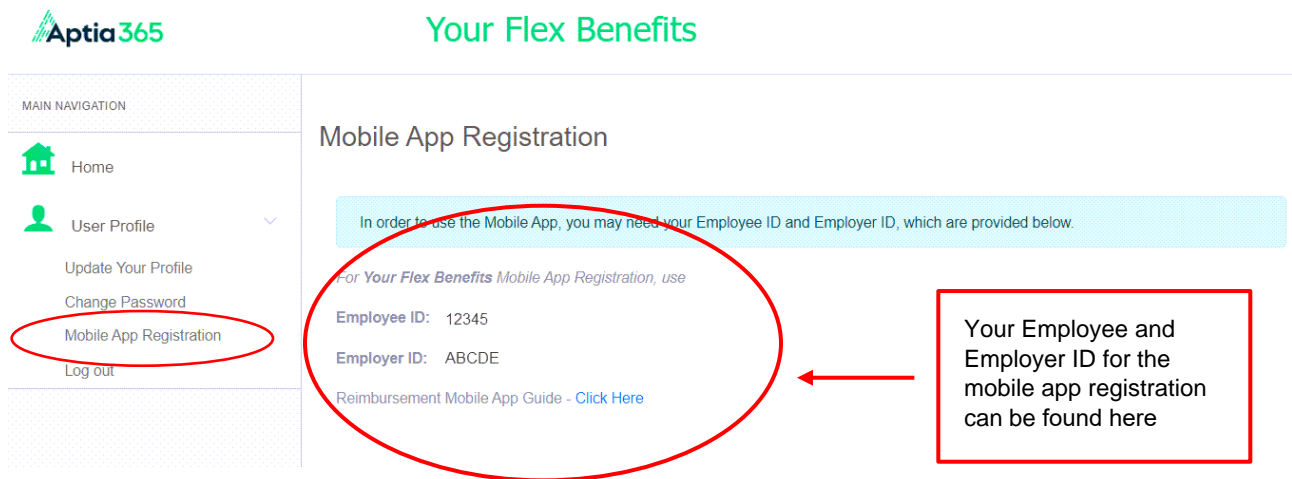
Look for this icon, then tap 'GET'

If using an Android device, this is what you will see:



Look for this icon, then tap 'INSTALL'

4. Allow the app to download on your device, then click 'OPEN' when the download has been completed.
5. A one-time registration is required to use the app:
 - a. To register for the mobile app, you will be prompted to enter your Employee ID and Employer ID numbers. Your ID numbers may be found by logging into the online portal. Once you are in the online portal, under Main Navigation on the top left side of the page, click on User Profile > Mobile App Registration. The next screen will provide your Employee and Employer ID numbers required for mobile app registration.



Aptia365 Your Flex Benefits

MAIN NAVIGATION

- Home
- User Profile
- Update Your Profile
- Change Password
- Mobile App Registration**
- Log out

Mobile App Registration

In order to use the Mobile App, you may need your Employee ID and Employer ID, which are provided below.

For Your Flex Benefits Mobile App Registration, use

Employee ID: 12345
Employer ID: ABCDE

Reimbursement Mobile App Guide - [Click Here](#)

Your Employee and Employer ID for the mobile app registration can be found here

- b. You may also register using your name, zip code, and Benefits Card number, if applicable.
6. The 'Your Flex Benefits' mobile app will guide you to confirm your identity, create a User ID, and choose and confirm a password that meets the provided specifications.