



TexFlex FSA Claim Forms

To submit a claim via mail or fax, follow these easy steps:

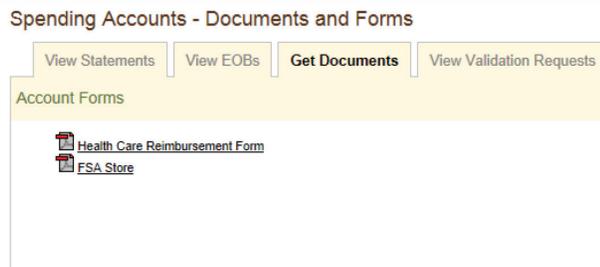
Spending Accounts

- Review active accounts
- Documents and Forms ▶
- Participant Profile
- Frequently Asked Questions
- Program Resources
- FSA Store
- Card Swipe Validation
- Advanced Search

- 1) Sign in to your TexFlex account. You'll need to register your account if you haven't already done so.
- 2) Select "Documents and Forms" from the menu.
- 3) After selecting "Documents and Forms", you'll be directed to the screen shown below. Please select "Get Documents" from the top menu.

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- 4) Select the reimbursement form you need and provide any necessary information as instructed on the form.
- 5) Mail or fax your claim per the instructions on the form.

TIP:

For fast reimbursement of your claims, submit your eligible expenses online! Log in to your account and click "Submit a Claim."

