

# Manage your flexible spending plan 24/7

You can access your account online at [www.FlexMadeEasy.com](http://www.FlexMadeEasy.com), by selecting Login from the main menu and following the instructions in the New Account Registration section of the page.



**Username**- Your username is the first initial of your first name + your last name + the last four digits of your Social Security Number.

**Temporary Password**- Your temporary password is the last four digits of your Social Security Number + your last name + the first initial of your first name. You will

Once you have completed your registration, you can download our mobile app for your iPhone or Android phone.

From your computer, laptop or mobile app you can:

- Quickly check your available balance and account details for Flexible Spending Accounts.
- Submit claims for your Flexible Spending Plan
- Upload for substantiating a debit card transaction
- View messages and alerts that provide instant notifications about your account.



Please feel free to contact Flex Made Easy if you have any questions regarding your Flexible Spending Plan. Our toll-free number 855-615-3679. You can email your questions to [info@flexmadeeasy.com](mailto:info@flexmadeeasy.com)