How to set up your Benefits online account

WEX offers the ability for participants to manage their benefit account(s) online.

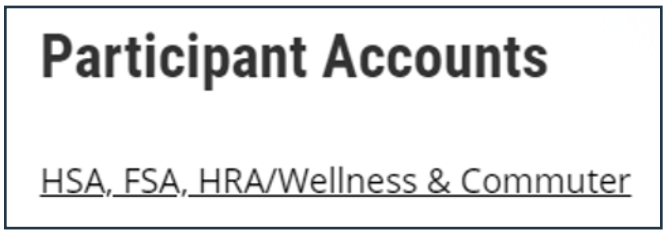
An email address on file with us is required to set up your account.

To set up your account, complete the following steps:

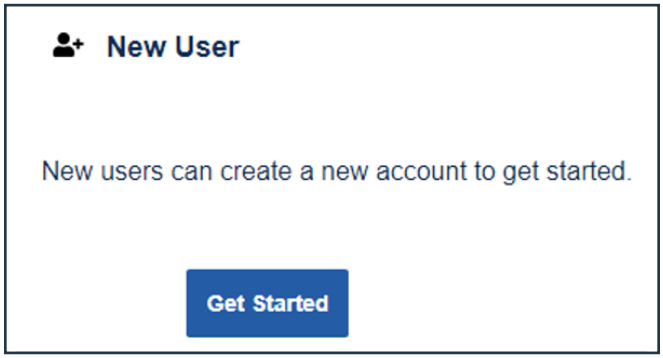
1. Navigate to our website, www.wexinc.com, and hover over "Login" and select "Benefit Accounts" at the top of the page.



2. Under "Participant Accounts" select "HSA, FSA, HRA/ Wellness & Commuter."



3. Under "New User" select "Get Started."



4. Complete the required fields to verify your identity and select "Next."

   Important: Your information must match what your employer provided to us.

5. Check your email, provide the one-time password you received, and then select "Next."

   Note: We'll send the one-time password to the email address we have on file.

6. Complete the required fields for your personal information and select "Next."

7. Enter all applicable contact information as this will help recover your account if you forget your username or password. Select "Next."

8. Set up your five security questions and select "Next."

   Note: Your security answers aren't case-sensitive.

9. Change your username and set up your password, and then select "Submit."

   Important: If you don't want to change your username, keep track of the system-generated username provided to you.

10. Add a mobile number and any authorized representatives, if desired, and finalize your account setup.