Benetech
benefits • payroll • hr

Save Your Receipts

REAL SAVINGS. REAL SIMPLE.

You're on your way to seeing real savings with your reimbursement account and enjoying the convenience of your account debit card.

Now, when you use your card to pay for qualified expenses, save those receipts, just in case you need to verify any expense. And, because the IRS requires it.

Don't Forget To:

- **USE** your card.
- **SAVE** all receipts in one location (e.g., specified envelope or folder), including Internet receipts.
- **VERIFY** that each receipt includes:
  - merchant or provider name
  - services received or item purchased
  - date of service
  - amount of the expense
  - name of the person who incurred the service/expense

For more information on FSAs, HRAs, HSAs an qualified expenses, visit www.irs.gov.

The IRS requires that you save all your itemized receipts for expenses regarding Flexible Spending Accounts (FSAs) and Health Reimbursement Arrangements (HRAs).

For a complete up-to-date list of FSA Eligible Products & Services please reference the FSAStore.com Eligibility Checker Tool.