Submit your FSA claims online

1. Log on to tristar.summitfor.me

2. Click on located in the middle of the screen

3. Click on "Add Transaction"

4. Select Transaction Type "Online Claim".

Add A Transaction

Enter and submit your claim information below. If you have multiple services on a single receipt or EOB, you can enter the details of a service and click **Add Line Item**. When you are done with that receipt or EOB, click **Submit**.

If you don't have all of the details for your claim, click **Finish Later** to save what you have entered then come back later to finish and submit your claim.

Transaction Type :   [Online Claim ▾]   *Required Information*

Upload Receipt/EOB :   **Upload A File**   Max Size: 100mb. Supported formats: pdf, bmp, gif, jpg, eps, tif, or png.

◉ Pay Me   ◯ Pay Provider

Claimant: [Test Person ▾]

Start Date: [____] 📅   End Date: [____] 📅

Amount: [_____]

Provider: [_____]

Service Category: [--Select Category-- ▾]   Service Code: [--Select Code-- ▾]

Description of Service: [_____]

Plan: [_____ ▾]

Reimbursement: ◯ **Direct Deposit**   ◉ **Check**

Notes: [_____]

☐ I have read and agree to the Terms and Conditions

Add Line Item

Line Item Claims

Clear Form | Cancel | Finish Later   **Submit**

5. Choosing Online claim allows you to upload the receipt in the form a pdf document, bump, gif, jpg, eps, tif or png. Click on upload a file.

6. Enter the claims information.

7. Click Add Line Item

8. Click Submit in the lower right hand corner.

9. You will receive reimbursement for the claim via a check in the mail or direct deposit if we have your banking information on file. Reimbursements are issued on a Bi-weekly basis.