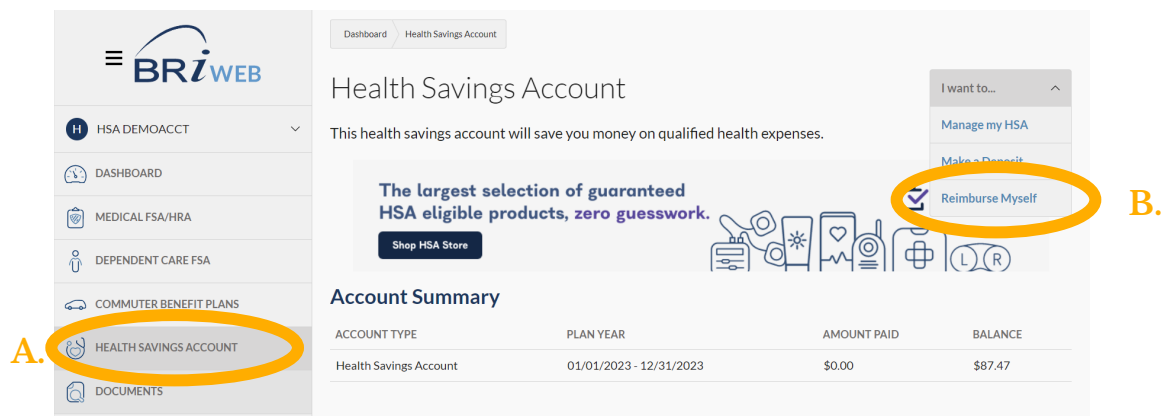
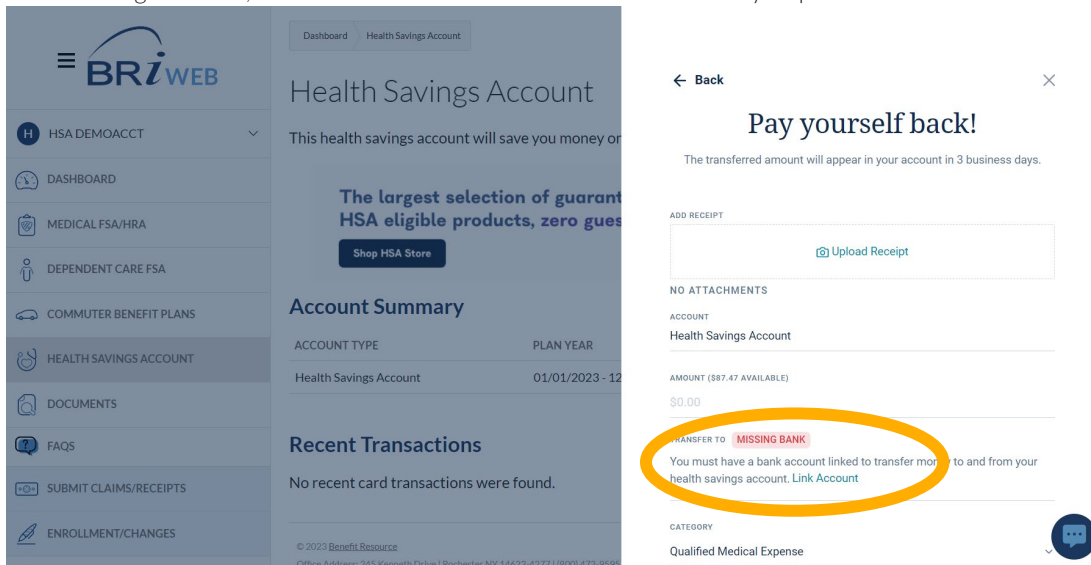


How to repay yourself for an HSA expense through BRIWEB

1. Log into BRIWEB at: <https://participant.briweb.com/login>
 If this is the first time logging in, you will need to register for a login ID. Your Company Code can be found on any of the email communications from BRI or by request from your employer.
2. Click on the Health Savings Account tab. From the *I want to...* drop down menu on the right hand side of the page, click **Reimburse Myself**.



3. You will be prompted to enter the amount of your request. If you haven't already linked your personal bank account to your Health Savings Account, click the *Link Account* link and follow the necessary steps.



Once your bank account has been successfully linked, you can enter the expense information (amount; expense date) to request reimbursement. If you would like to link receipts or add a note for your records, it will be available if you should ever need it in the future.