



FF Flex Mobile App

Brought to you by First Financial Administrators, Inc.

FREE DOWNLOAD

from App StoreSM and Google PlayTM for your smart phone or tablet.



First Financial's FF Flex Mobile App gives you quick and easy access to your accounts. Now you can securely check balances, request a reimbursement, upload receipts, and view transaction details ...all from your smart phone or tablet!

Get Started:

The FF Flex Mobile App is a free download from App StoreSM and Google PlayTM for smart phones and tablets.

From your Apple[®] or Android[™] device, go to the app store and search for "FF Flex Mobile" or scan QR Code above and download.



Register:

Before you can use the app, you will need to register your account by tapping the Register button on the login screen. To register you must have your Flex Employer ID or your Benefit Card Number. You can find your Flex Employer ID on your benefits website, <http://benefits.ffga.com>. If you need registration assistance, please contact us at flex@ffga.com.

Follow the directions on the following pages to finish setting up your account. You will need to select and answer 4 security questions and answers. If your device uses touch ID technology, you can choose to enable it with FF Flex Mobile App. Simply choose to save your username on the sign in screen, and after signing in, you will be presented with the option to enable touch ID.





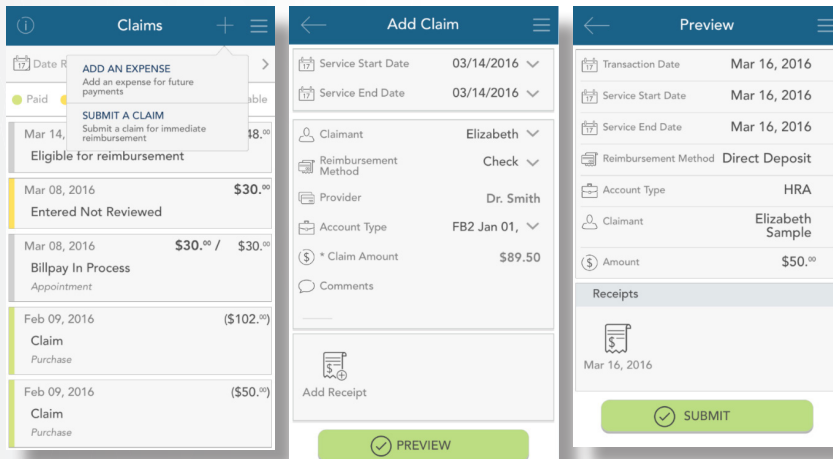
App Features:

- » Access Account Information
- » View Card Details & Profile Information
- » Submit Claims
- » View Pending Claims & Submitted Documentation
- » Upload Receipts & Documentation
- » Receive Alerts
- » Update Direct Deposit Information
- » Contact us!

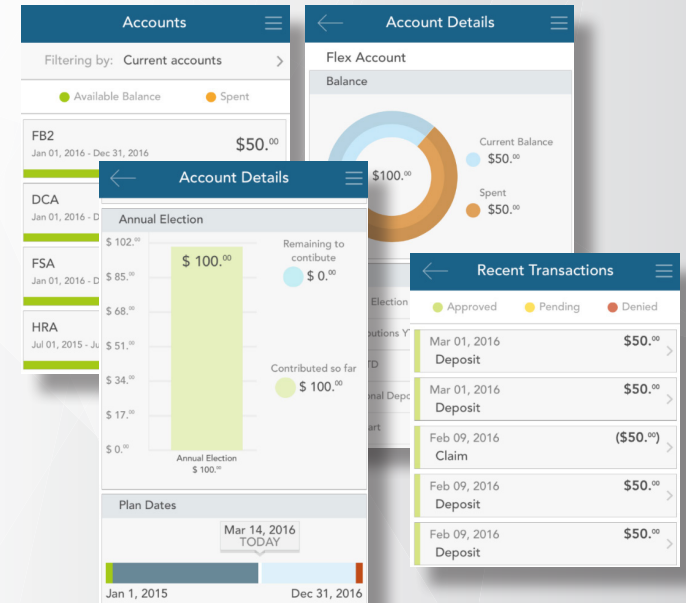
To Submit a claim:

1. Click on the “+” or “Add Claim” in the top navigation bar
2. Enter in the claim details
3. Upload receipt or other documentation (i.e. Explanation of Benefits) by taking a photo or choosing from your gallery
4. Preview your claim details
5. Submit

You may also add documentation to a benefit card transaction under claims by choosing the claim and selecting the “Add Receipt” button.



FF Flex Mobile App



To View Account Details:

1. Click on “Accounts” in the top navigation bar
2. Select the account you would like to view

Once you select the account, you can tap on “Account Details” or “Transactions” to view contributions, plan year, current balance and claim detail.

Need Assistance?

Contact us by email at flex@ffga.com or by phone at 866-853-3539.

