# IGOE PARTICIPANT PORTAL REGISTRATION

The Igoe Participant Portal is designed to help you access important account information, file claims, manage your reimbursement settings, and more. Simply follow the three easy steps below to register

If you have already registered for the Igoe Mobile App, you do not need to re-register online. Simply use your Igoe Mobile App credentials to access your online account.

**1**

## STEP 1

Before you get started you will need your Registration ID and your Employee ID. From your computer or tablet, go to ww.goigoe.com.

You may request to receive your Employer ID and Employee ID using the Registration Email link at the top of the Registration Screen. *Note: you will need to use the email address you are receiving Igoe communications from.
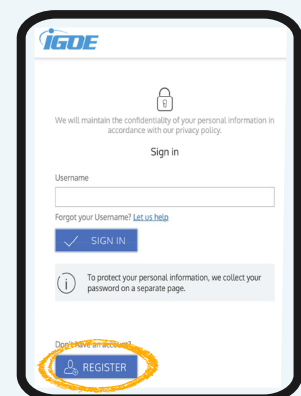


**2**

## STEP 2

From the homepage, click on the "Sign In" button.



**3**

## STEP 3

Click on the "Register" button to begin the registration wizard and finalize the registration process.



## User Tips

- Sign up for Direct Deposit
- Manage your communications and alerts
- Track your spending timelines and submission due dates
- Order Benefits Cards if you need to replace your card or issue one to a dependent
- Use your online account to submit claims and/or securely send in supporting documentation