

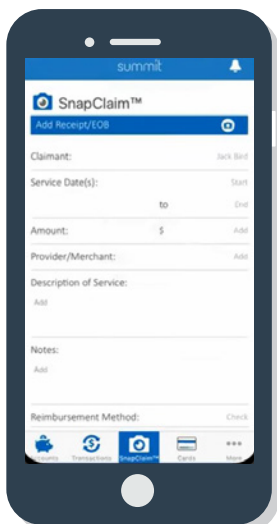
# File a Claim with SnapClaim™

## Logging In

Open the Mobile Summit app. Use the same username and password to log in that you use to log in to the full Summit portal online.

### STEP 1

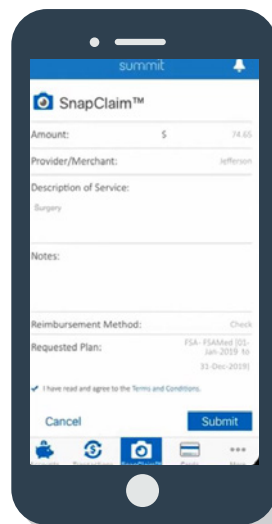
#### Click on SnapClaim™



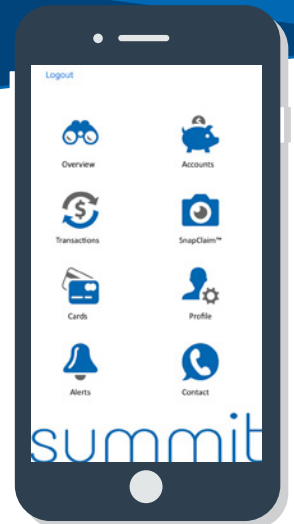
Make sure the claimant is correct, then fill in your start date. Enter the Amount of service, the provider or merchant, and a Description of service. Write in any notes that you may want for future reference, and choose your Reimbursement Method, if you have the option. Choose the plan type, then click the check box next to *"I have read and agree to the Terms and Conditions."*

### STEP 2

#### Upload a Receipt



Click the button at the top to add a receipt or explanation of benefits. Choose the camera to take a picture of your receipt, or choose a photo of a receipt from your album. Once you are finished filling out all the information, *click the Submit button.*



**You have now submitted a claim. If you have further questions, please contact your benefits representative.**

## VANTAGEPOINT

BENEFIT ADMINISTRATORS

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