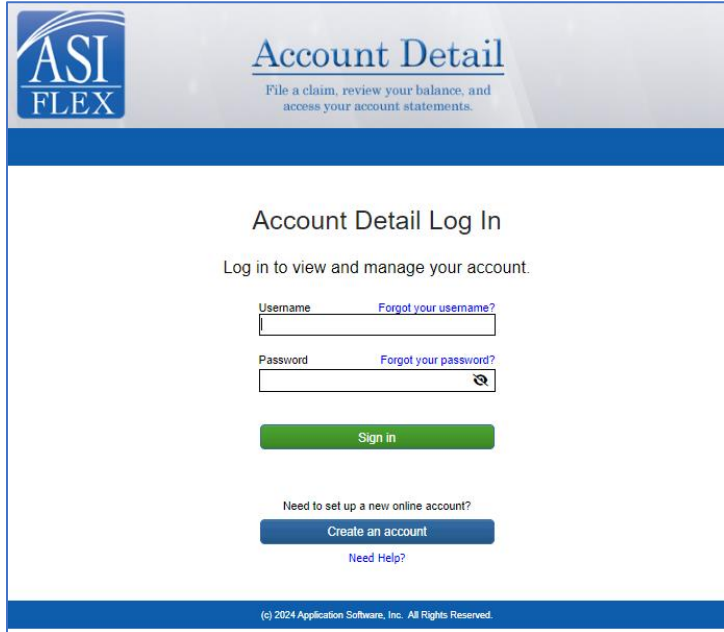


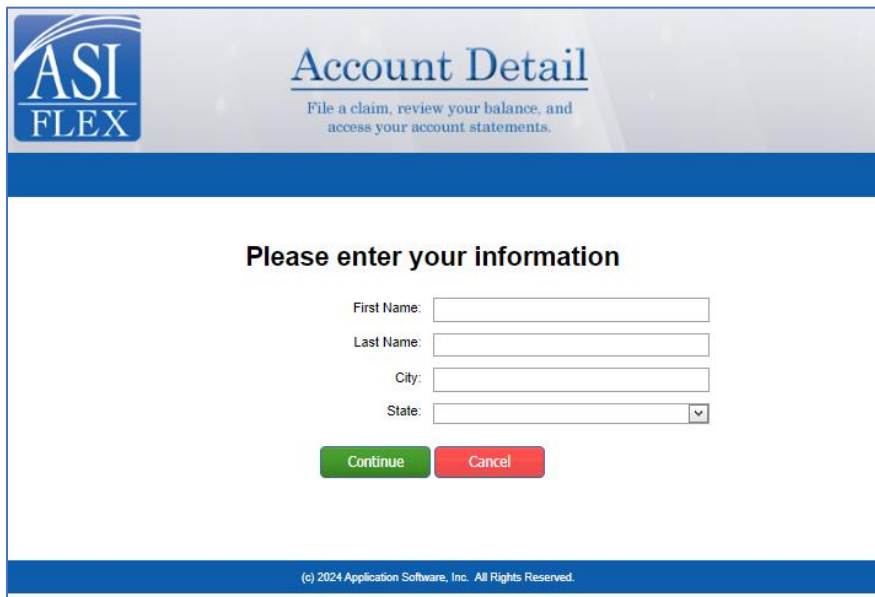
CREATING AN ONLINE ACCOUNT

After selecting the Participant Login option on the main ASIFlex website you will be presented with a login screen similar to below. If you do not have an existing online account click the “Create an account” button to begin setting up an account.



The screenshot shows the ASIFlex Account Detail Log In page. At the top left is the ASIFLEX logo. To the right, the text reads "Account Detail" with a subtext: "File a claim, review your balance, and access your account statements." Below this is a blue header bar. The main content area has the title "Account Detail Log In" and the instruction "Log in to view and manage your account." There are two input fields: "Username" with a link "Forgot your username?" and "Password" with a link "Forgot your password?" and a visibility toggle icon. Below the fields is a green "Sign in" button. Further down, there is a link "Need to set up a new online account?" with a blue "Create an account" button and a "Need Help?" link. At the bottom, there is a copyright notice: "(c) 2024 Application Software, Inc. All Rights Reserved."

Begin by entering your First Name, Last Name, City, and State. These must match EXACTLY what we received from your employer. If your employer sent us your City as “Los Angeles” we will not accept “LA” for your entry. Complete the screen and press Continue.




The screenshot shows the ASIFlex Account Detail registration page. At the top left is the ASIFLEX logo. To the right, the text reads "Account Detail" with a subtext: "File a claim, review your balance, and access your account statements." Below this is a blue header bar. The main content area has the title "Please enter your information" and four input fields: "First Name:", "Last Name:", "City:", and "State:" (a dropdown menu). Below the fields are two buttons: a green "Continue" button and a red "Cancel" button. At the bottom, there is a copyright notice: "(c) 2024 Application Software, Inc. All Rights Reserved."

Depending on your employer you will be asked to enter your Employee ID or Social Security number. Complete the information and press Continue.

At this point we will ask for information about your account for further identification.

Enter the email address that is on file with your employer.

Once you have provided information that is adequate for us to validate you in our system you will be asked to create a Username. Your username must be unique.



Account Detail

File a claim, review your balance, and access your account statements.

Need help? Email us at asi@asiflex.com or call us 800-659-3035

You will need to create some credentials (Username, Password, etc...) to log into the system. Please make sure you have time to complete these steps. Five minutes should be enough time. If you are interrupted and it is longer than 15 minutes, your information will be lost and you will be required to start over.

Please enter a Username you want to use for your account.


Username

[Continue](#)

User Name must be at least 7 characters in length. You can use your email address if you like. But remember, the username is case sensitive.

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Following your username we will ask you to provide and confirm a password for your account. Passwords must be 7-15 characters in length and are case sensitive.



Account Detail

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Need help? Email us at asi@asiflex.com or call us 800-659-3035

Please enter a password for your account

Password

Confirm Password

[Continue](#)

Password must be 7-15 characters in length and is case sensitive.

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After creating your username and password we will need to capture your email address.

The screenshot shows the 'Account Detail' page for ASI FLEX. At the top left is the ASI FLEX logo. To the right, the text reads 'Account Detail' followed by 'File a claim, review your balance, and access your account statements.' Below this is a blue bar with the text 'Need help? Email us at asi@asiflex.com or call us 800-659-3035'. The main content area has a white background with the heading 'Please enter your email address'. Below this, it states 'Your email address will be used in the event you forget your login information.' and 'This is the email address we have on file for you. Please verify that it is correct or change if necessary.' There is a text input field containing 'test@test.com' and a green 'Continue' button. At the bottom, a note says 'You will receive correspondence regarding account balances/reimbursements in an electronic manner to the provided email. If you would like to opt out, you will need to go to Manage Your Account from the main menu once logged in and click the Edit button next to your email.' The footer contains '(c) 2024 Application Software, Inc. All Rights Reserved.'

After creating your username and password you will need to select a security image for your online account. Select one of the security images below.

The screenshot shows the 'Account Detail' page for ASI FLEX, specifically the security image selection step. The header and navigation bar are identical to the previous screenshot. The main content area has a white background with the heading 'Select your Security Image from the images below (You use this each time to log in, so please remember what you choose.)'. Below this, there is a grid of 12 icons arranged in three rows and four columns. Each icon has a label underneath it: 'bug', 'puzzle', 'lock', 'search', 'cup', 'help', 'music', 'sun', 'monitor', 'heart', 'globe', and 'clock'. At the bottom, the footer contains '(c) 2024 Application Software, Inc. All Rights Reserved.'

Visually confirm your security image selection and press Continue.



Account Detail

File a claim, review your balance, and access your account statements.

Need help? Email us at asi@asiflex.com or call us 800-659-3035

Select your Security Image from the images below (You use this each time to log in, so **please remember what you choose.**)


 cup	 globe	 puzzle	 heart
 help	 monitor	 music	 search
 sun	 bug	 lock	 clock

Selected Security Image


 music

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After your security image is confirmed you will select or create three security questions. These will be used for verification if you call for support. These should ideally be something that you know that is not publicly known, but not something difficult for you to remember.



Account Detail

File a claim, review your balance, and access your account statements.

Need help? Email us at asi@asiflex.com or call us 800-659-3035

For security purposes, please set up these questions and answers. You may either choose from the questions in the lists or type in your own.

Please try to make these meaningful so you will remember them. If you forget your log in information (username, password or security image), these will be used to help you reset your account online.

Security Question 1

Answer

Security Question 2


Answer

Security Question 3

Answer

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After selecting/creating your security questions your account will be created and you will be logged in for the first time. A Main Menu similar to the one below will display providing you with access to your account(s).




Account Detail

File a claim, review your balance, and access your account statements.

Need help? Email us at asi@asiflex.com or call us 800-659-3035

Main Menu


Welcome Anthony
Account Summary


\$5 OFF 
USE CODE: *SHOP230* ×
[Click to save](#)

Account Type	Account Balance	Coverage Period
Health Care FSA Last day to file claims: 03/31/2025	\$2,000.00	01/01/2024 to 03/15/2025


[Log Out](#)


VIEW AVAILABLE ACCOUNTS


 Health Care FSA

 Dependent Care FSA


PARTICIPANT SERVICES


 File an FSA/HRA/DCAP Claim


 Schedule a Recurring Direct Payment

 View Recurring Direct Payments

SHOPPING



FSA shopping made easy with cardless pay, now available at FSA Store! 

 Go to FSA Store