

Lifestyle Spending Account

What is a Lifestyle Spending Account?

A lifestyle spending account (LSA) is a flexible employer funded benefit that allows employees to use discretionary funds for a variety of expenses.

What types of expenses are eligible for reimbursement?

Eligible expenses are determined by your employer. LSAs are most commonly used for fitness and wellness programs, home office equipment, professional development, commuter assistance, and care-giving.

Is the reimbursement I receive taxable?

Yes, any reimbursement you receive under this benefit for yourself or a family member is considered "imputed income" and is taxable. The payroll department will periodically receive a list of reimbursements issued by ASIFlex. The dollar amount of the reimbursement you received will be added to your taxable gross earnings so that appropriate federal taxes may be withheld.

How do I submit claims and get reimbursed?

As you incur expenses, you can submit a claim to be reimbursed. ASIFlex offers several easy ways to submit claims for reimbursement. You do not have to choose only one option; you can use multiple options throughout the year.

- **ASIFlex mobile app** Download the app and log in to your account. Then just snap a picture of your itemized statement or invoice confirming service dates and payments, and submit a claim via the app. It's easy and it's fast!
- **ASIFlex Online** Sign in to your online account at ASIFlex.com to submit a claim.
- **Toll-free fax or mail** Download and complete a claim form. Then, submit it with your itemized statement. Keep a copy for your records.

Reimbursements will be made to you within three business days following receipt of a complete claim. Log in to your ASIFlex account to sign up for direct deposit reimbursement to a bank account of your choice.

Get your LSA information. Instantly!

You can manage your LSA anytime, anywhere! Register to access your [Account Detail](#) at ASIFlex.com.

- Sign up for email and text alerts
- Sign up for direct deposit reimbursements
- Access your account statement and balance
- Read secure messages sent to you from ASIFlex
- Submit claims

ASIFlex.com is an educational site as well. You can view an extensive listing of eligible expenses, read frequently asked questions, view educational videos, access claim and administrative forms, and access IRS forms and publications.

Manage your account

Register your account at ASIFlex.com to see your account statement and balance, submit claims; and sign up for email, text alerts and direct deposit.

Get the ASIFlex app!

- Submit claims.
- Submit documentation.
- Access your balance and account statement.

Search ASIFlex Self Service and download the app today.



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