

HOW TO FILE A CLAIM

FILE YOUR CLAIM **ONLINE**

One of the easiest ways to submit your claim for reimbursement is by completing our online claim form at www.NueSynergy.com. Once your claim is processed an email notification will be sent to your email address on file confirming approval or requesting additional documentation.

STEP ONE

- Go to www.NueSynergy.com
- Log-in to your online account
- Click claims
- Select add claim for immediate reimbursement or
- Add claim for future reimbursement



STEP TWO

- Enter your claim detail
- Drag and drop, or upload your scanned receipts
- Read certification statement
- Click box to agree
- Click submit

