

## Claims Fax Tips

### **In order to prevent the need to re-submit / re-fax a FSA claim**

1. Assure that any documents faxed are properly positioned face up/down based on your faxing equipment's requirements. This will assure that blank pages are not received by WageWorks;
2. Assure that the ink on the documents faxed are dark enough for the fax to be received clearly;
3. Assure that the item(s) on your faxed document are not highlighted. Highlights will make items on your faxed document illegible, once received; and
4. Receipts on colored paper or glossy (thermal paper) may not be legible, once received.