



## How to update addresses and personal information

1. Go to "My Profile" from the Quick Links.

The screenshot shows the BenefitWallet website interface. On the left is a 'QUICK LINKS' sidebar with categories like 'My Account', 'Claim Center', 'Communication Center', 'FAQs', and 'Help Center'. The main content area shows 'Account Information' for a user named GLEN, including a table of account details and a 'My Spending by Category' pie chart. Below this is a 'Recent Claims' table. A navigation bar at the top right contains 'Home' and 'Log Out' buttons. A secondary navigation bar below it includes 'My Account', 'Claim Center', 'Communication Center', 'FAQs', and 'Help Center'. A third navigation bar at the bottom of the page lists 'Home', 'My Profile', 'Messages', 'Alerts', 'Rate And Fees', 'Change Password', 'Investments', and 'Order Checks'. The 'My Profile' page is displayed, showing sections for 'Email addresses', 'Phone numbers', 'Addresses', and 'Alternate Contact Info'. Each section has an 'Update' button. A grey callout box with a white border points to the 'Update Email & Phone Info' button, containing the text: 'Select the "update" button to edit the current information.'

Account Name	Status	Balance
HSA	Active	\$22,185.37

Claim ID	Vendor	Provider
724034	Reimbu	
722136	Dr. C	
722175	Dr. B	

**My Profile**

**Email addresses:**

sidharth.bhola@xerox.com (Primary) [Update Email & Phone Info](#)

Arthi.U@cognizant.com  
Ranjitha.muthusamy@cognizant.com

**Phone numbers:**

There are no phone numbers on file for this account [Update Email & Phone Info](#)


**Addresses:**

5552 EDSEL STREET  
HARRISBURG, PA 17180 [Update Address Info](#)

**Alternate Contact Info:**

There are no alternate contacts for this account [Update Alternate Contact Info](#)

## 2. Update and submit information.

BenefitWallet™  [Home](#) [Log Out](#)

[My Account](#) [Claim Center](#) [Communication Center](#) [FAQs](#) [Help Center](#)

### Update Account Address

**Accountholder Address**  
Your Address on file is below. To update one or both addresses, select EDIT, update the information and select Submit Changes.

**Current Mailing Address**  
This is the address to which account information will be mailed including statements, tax forms and other important information. It may be a PO Box. It would be the address at which you regularly receive your mail.

Address Line 1:

Address Line 2:

City:

Foreign Address:

State:

Zip:

**Current Residential Address**  
This address may NOT be a PO Box.

Address Line 1:

Address Line 2:

City:

Foreign Address:

State:

Zip:

### For more information

Contact the BenefitWallet Service Center at 1.866.686.4798.

