Article ID: PROD-2183 How to order a new or replacement WEX benefits card

This article outlines how to order a new or replacement WEX benefits card for yourself if your plan offers the benefits card as a reimbursement option. There's no fee for replacing lost or stolen cards. <u>Important</u>: The benefits card will arrive within 14 business days. PIN setup information will be included with your benefits card. For more information, see How to set up a PIN for your benefits debit card. <u>Additional resources</u>

- To watch a video tutorial, click here.
- To order a benefits card for your spouse or dependent, see How to order a new or replacement benefits debit card for a spouse or dependent.

To order a benefits card for yourself, complete the following steps:

- 1. Log in to your online account.
- 2. Navigate to the Accounts tab.
- 3. Under Profile, click "Banking/Cards."

4. Below Debit Cards, click "Report Lost/Stolen" or "Order Replacement."



<u>Important</u>: Clicking "Report Lost/Stolen" will immediately deactivate your current card and issue a new one with a different card number. You will not be able to reactivate your current benefits card. Clicking "Order Replacement" will keep your current card active and issue you a duplicate.

5. Verify the address is correct and then click "Submit."

Note: You must provide a U.S. mailing address.

6. You'll receive a confirmation message once the request has been submitted. Two cards will be issued.

You can view this article at:

https://wexbenefitskb.egain.cloud/system/templates/selfservice/dbika/help/agent/locale/en-

US/portal/30890000001002/content-version/PROD-2183/PROD-62765/How-to-order-a-new-or-replacement-WEX-benefits-card