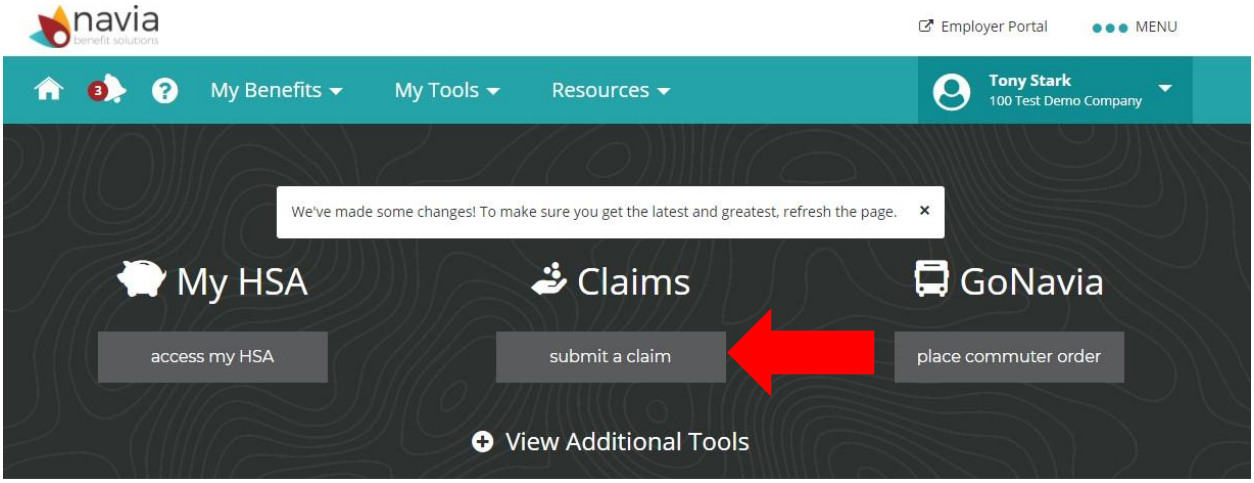
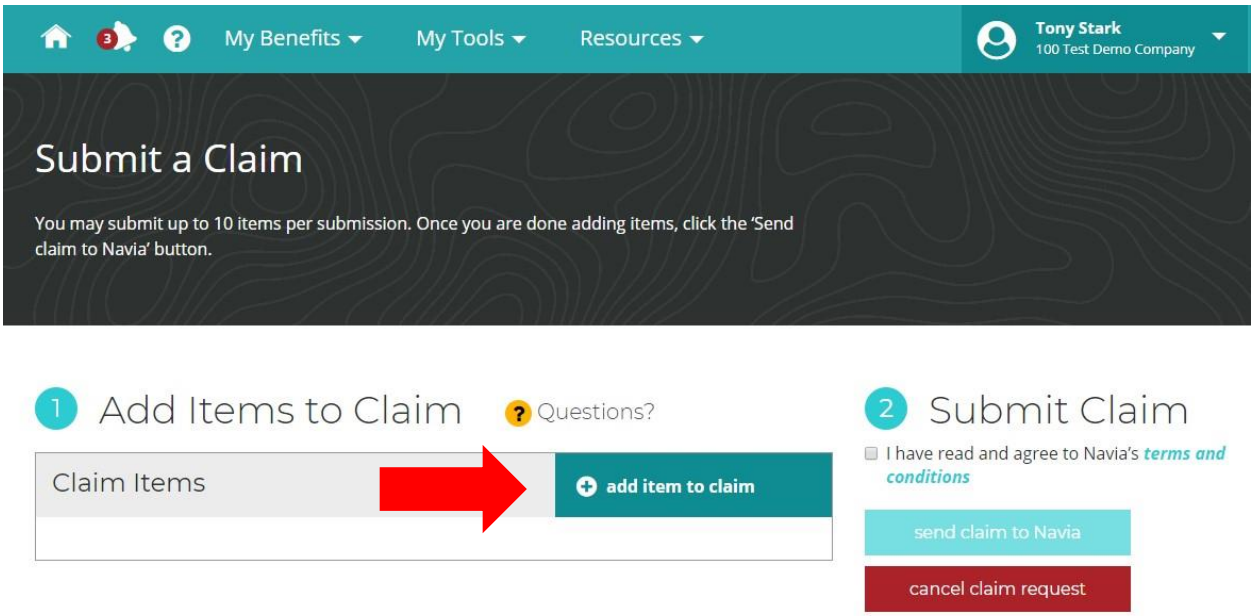
Submitting a Claim Through the Online Participant Portal

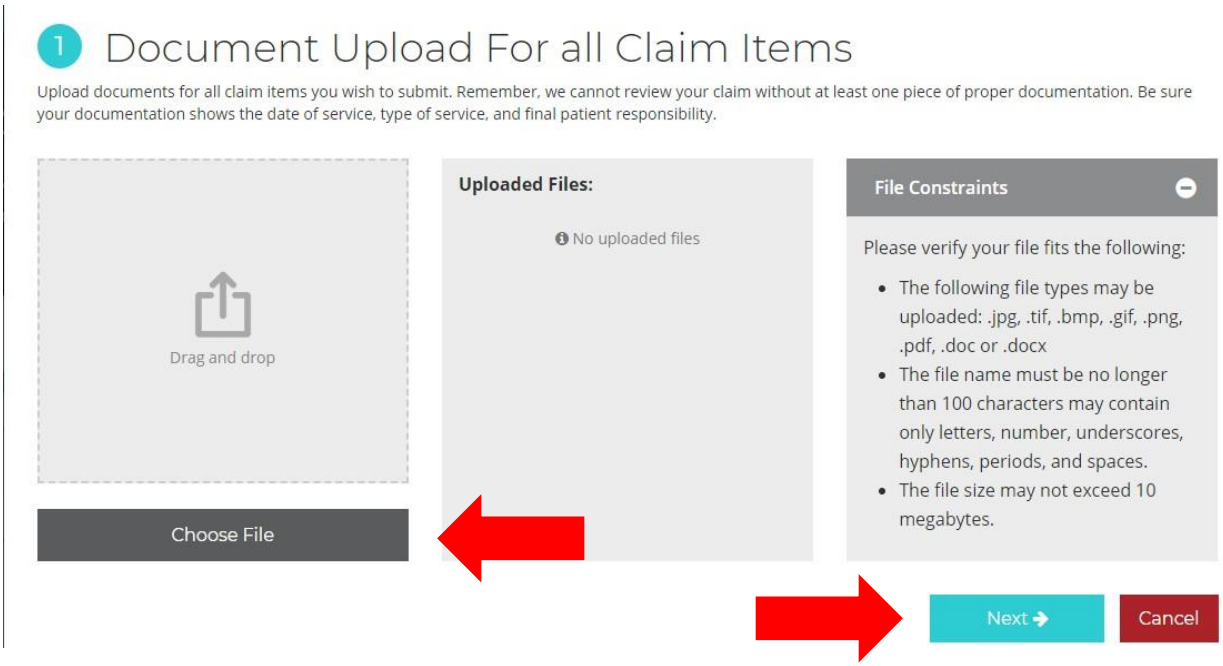
Step 1. Click the “submit a claim” link.



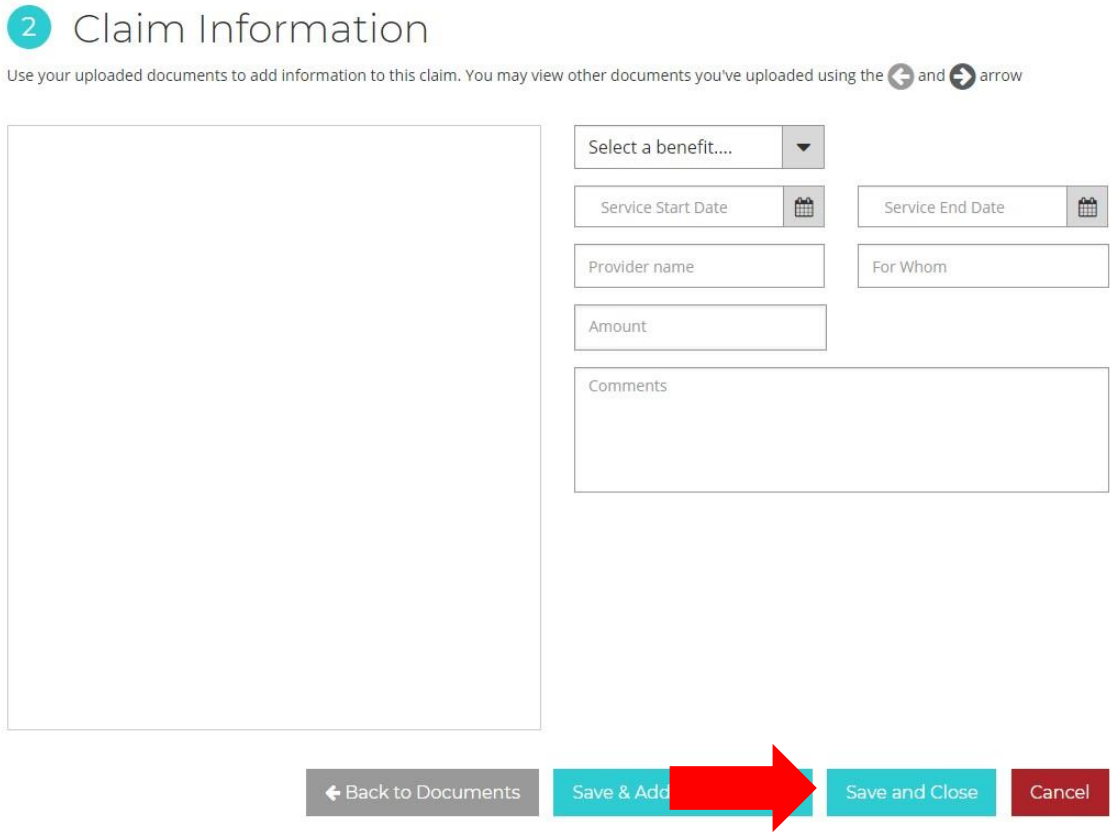
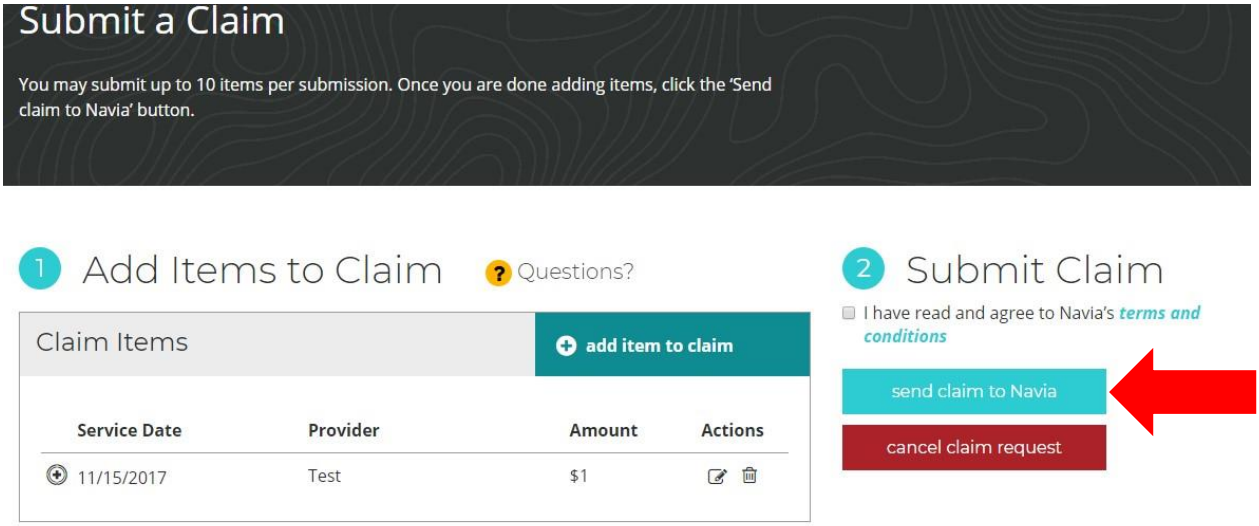
Step 2. Click “add item to claim”



Step 3. Click “Choose File” to upload your documentation. Then click “Next”



Step 4. Enter required information and then click “Save and Close”



Step 5. Click “send claim to Navia” for processing!