## 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 is no fee for replacing lost or stolen cards. <a href="Important">Important</a>: 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.

## Additional resources

- 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."

Status: Active Expires: 5/31/2020 Effective: 5/22/2017 Report Lost/Stolen 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." <a href="Note">Note</a>: You must provide a U.S. mailing address.
- 6. You will receive a confirmation message once the request has been submitted. Two cards will be issued.

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