Alight Smart-Choice Accounts

Dependent Care Flexible Spending Account (DCFSA)Receipts and Documentation

See the below examples of different types of expenses and receipts that would need to be provided upon submitting your claim. Use this as a guide to ensure you are submitting the documentation that will be required for quick and easy payment.

TIP: To avoid submitting receipts or documentation, have your service provider sign and date the claim form.

Valid Dependent Care Receipt Sample

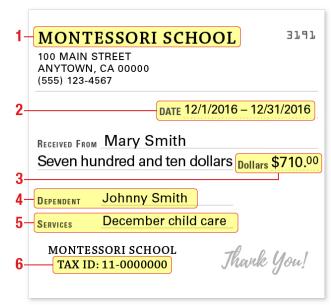
A valid receipt contains the following items:

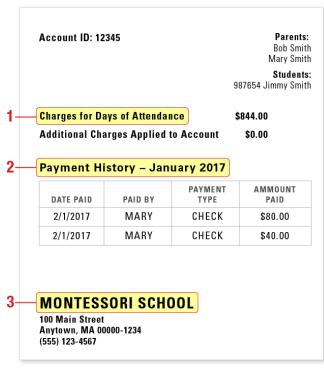
- 1. Service provider
- 2. Service begin date and end date
- 3. Amount you're responsible for
- 4. Dependent's name
- 5. Service description
- 6. Service provider's tax ID

Invalid Dependent Care Receipt Sample

Common problems with receipts:

- No service begin date or end date specified
- 2. Includes payment history but not the specific service dates
- 3. Service provider information is missing the tax ID





Expenses Incurred Outside of United States

To submit a claim for services received or products purchased outside of the United States, provide:

- Receipts and other documentation in English
- Expenses in U.S. dollars

If receipts and documentation are in another language besides English:

- They must be translated. You, the service provider, or someone else can do the translation.
- The translation can appear on the receipts and documentation, or in a separate document.

If you're unable to convert the expenses to U.S. dollars from another currency, submit them. Your Smart-Choice Account will convert the amounts to dollars.