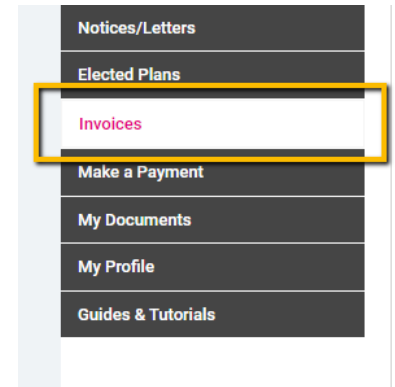


## Invoices

You may set up your invoices to be received either by email or US Mail.

Click on “Invoices” in the left menu bar within the isolved Benefit Services Online Portal.



GO PAPERLESS

You can choose from two delivery methods to receive your monthly Continuation Coverage Invoices.

1. US Mail
2. Email - your monthly Continuation Coverage Invoice(s) will be sent via email as an attachment.\*

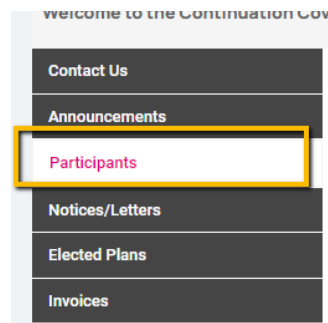
You will have access to download all of your monthly Continuation Coverage Invoice(s) via the COBRA Employee site under Invoices Sent.

US Mail

Email - your monthly Continuation Coverage Invoice(s) will be sent via email as an attachment.

[UPDATE](#)

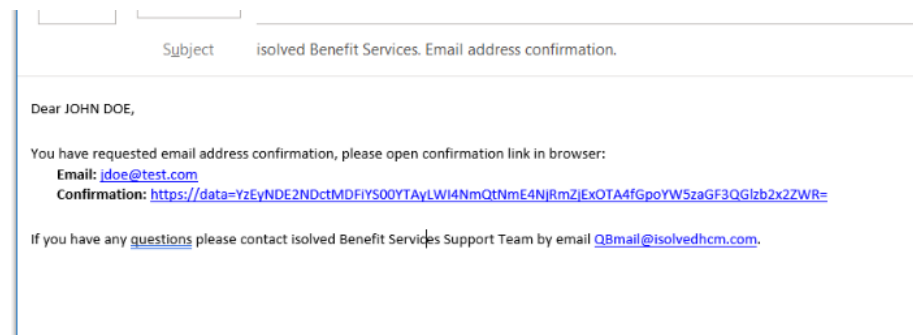
Here you have the option to choose between US Mail or email for your invoices.



**\*Note:** You must first confirm your email address with isolved Benefit Services before you can set up to receive invoices via email. You can do that under “Participants” and click on “Confirm”.

JOHN J DOE					
Event Date:	07/18/2022	Event Type:	Involuntary Termination of Employment	Received:	07/25/2022
Relationship:	Employee	DOB:	09/16/1960	Gender:	FEMALE
Address:	4651 SW ALPHA ST PORT	City, State, Zip:	CAPSHAW WA 72838	Email:	<a href="mailto:jdoe@test.com">jdoe@test.com</a> <a href="#">Confirm</a>

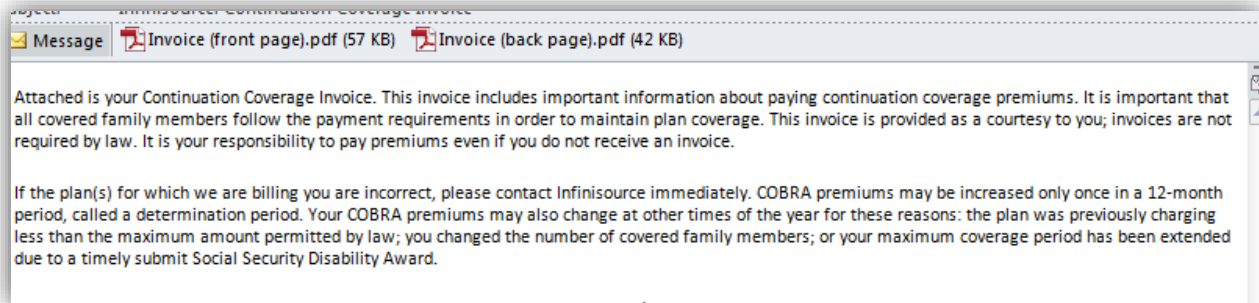
You will receive an email to confirm that we have the correct email address listed for you.



When you click on the confirmation link, it will open a browser window with a statement that your email address has been confirmed successfully with isolved Benefit Services.

When your invoices begin arriving to you via email, they will come as attachments – subject line will be: isolved Benefit Services Continuation Coverage Invoice.

You may view your invoices from within the Online Portal by selecting “Invoices” from the left menu and then clicking **Download** next to the invoice you would like to view.



### Invoices Sent: 4

Invoice Date	Invoice No	Payor	Download
2/6/2023	DOEJ75A5	JOHN J DOE	<a href="#">Download</a>
1/27/2023	DOEJ8A10	JOHN J DOE	<a href="#">Download</a>
9/16/2022	TIMMC3523	JOHN J DOE	<a href="#">Download</a>
8/17/2022	TIMMCF68D	JOHN J DOE	<a href="#">Download</a>

**Please note:** *If recurring payments are being set up please note an invoice will no longer be sent via mail or email, but they can be viewed online under the invoices tab.*