## -solved

## Finding Invoices in Download Center

isolved Benefit Services provides all COBRA customers with an online portal that provides anytime access to view and manage account information. One of the many features available is the capability to find service invoices for your account.

## Finding Invoices in Download Center

To view your invoice, log into the COBRA Employer Portal, select the Download Center in the left menu (under Data Centers)

In the Download Center, you can search for reports three ways by clicking in the applicable circle (click on "Find" to view):

- My Files: Reports addressed to you, including those you have already downloaded.
- My Files that have not been downloaded yet.

All invoices will only show to you with "My Files" or "My Files that have not been downloaded yet". If you select "Account Files" you will not see your invoices.

Search Criteria						
Start Date: *	5/31/2023	End Date: * 6/14/2023			My Files Account Files My Files that have not been downloaded yet C	LEAR FIND
Generated	Account	Туре	File Size	Description	Description	
		1984	1110 0120	Downloaded	Description	
10/15/2022	CAC PRODUCTC CONSULTANTS	REPORT	179801	Downloaded	Participant Status Report for: 1A0268.	Download
10/15/2022 10/10/2022				Downloaded		Download Download

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