

Aflac Policyholders- Please *Register online* at
www.aflac.com

Instructions

1. Top right hand corner of webpage click on “**Log In/Register**” -drop down box select “**Individuals**”
2. At the bottom of Log In box see: **First time user? Register Now**
3. You will need to type in your **policy number**. If you do not know your policy number, email **patti_schoettler@us.aflac.com** or **text me at 404-680-1347** and I will provide it to you.
4. Fill in all the fields and create your user name/password/security questions. Accept terms and conditions.
5. At this point, **Aflac will send you a verification email** for security purposes. Once you’ve verified, you can then go back to the Aflac.com homepage and **Log In**.
6. From your portal you can **view your policies** (in PDF form), review/**change your personal information**, set up for **direct deposit** (wellness and other claim payments can be directly deposited to your bank account), view your claims history and most importantly, you can **submit an online *SmartClaim!***

Note: **Receipts are not needed to submit a wellness claim.** You will be asked to provide the **Name, Address and Phone number of the Provider, the Date of Service, indicate the qualifying exam (there will be a list to choose from) and then you sign the claim electronically and submit. *Aflac pays your claim in just one day!* (Submit by 3 p.m.).**