# Register for the Portal

Registering for an account provides access to real-time balances and activity of your Igoe powered benefits. This guide will walk you through the Igoe Participant Portal registration process which requires a One-Time Passcode (OTP) for enhanced security. The passcode will generally be sent to either your work email or mobile number, if provided by your employer at the time of enrollment. As we may not be provided with your mobile number, we recommend registering when you have access to your work email. Follow the below steps for a smooth and secure registration.

Step 1. Begin Registration

Go to www.goigoe.com, select Log In, Select "Spending Account Participants". Select "Register" to start the account setup process.

> 📣 **Helpful Tip**
> If you have already received your Benefits Card, you may opt to mark the checkbox to reveal the Benefits Card input field. Providing your Benefits Card number can be useful if you have a common name.
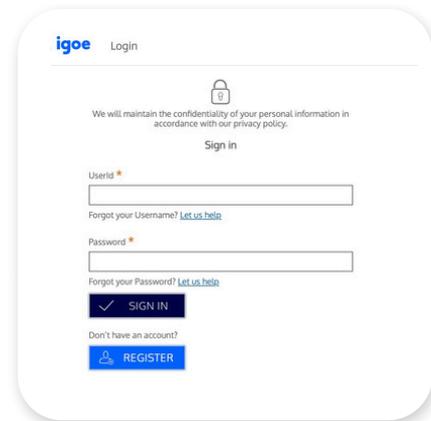
Step 2. Select Verification Method

Choose a method to receive your registration verification code. Options include email or text message.

> 📣 **Helpful Tip**
> If you have already received your Benefits Card, you may opt to mark the checkbox to reveal the Benefits Card input field. Providing your Benefits Card number can be useful if you have a common name.

Step 3. Create Your Login

Set up your login credentials by creating a unique username and a secure password. Follow the password guidelines for added security.

> 📣 **Helpful Tip**
> Please proceed to the next page for the final 3 steps of registration. Follow these steps carefully to complete the process and gain access to all benefits associated with your account.

Step 4. Set Up Security Questions

Select security questions and provide answers that only you would know. This adds an extra layer of security to your account.

> 👍 **Helpful Tip**
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> After verifying your Security Questions & Answers are accurate, make a personal note for your records as you may be asked to provide this information later. After verifying your Security Questions & Answers are accurate, make a personal note for your records as you may be asked to provide this information later.

Step 5. Finalize Registration

Verify all your details and finalize your registration to activate your account.

> 👍 **Helpful Tip**
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> The email you provide in this step ensures you receive important communications regarding your spending account(s). Please provide an email address that you check regularly.

You are now registered!

Your account is now active, and you can start enjoying the benefits of easy access to your account information within the web-based Participant Portal and the Igoe Mobile app!

Download Our App

Download Igoe Mobile to access all features

Get it on **Google Play**

Get it on the **App Store**

Contact Us: (800) 633-8818 (Option 1), M–F, 5am – 5pm (PST), or email: flex@goigoe.com