

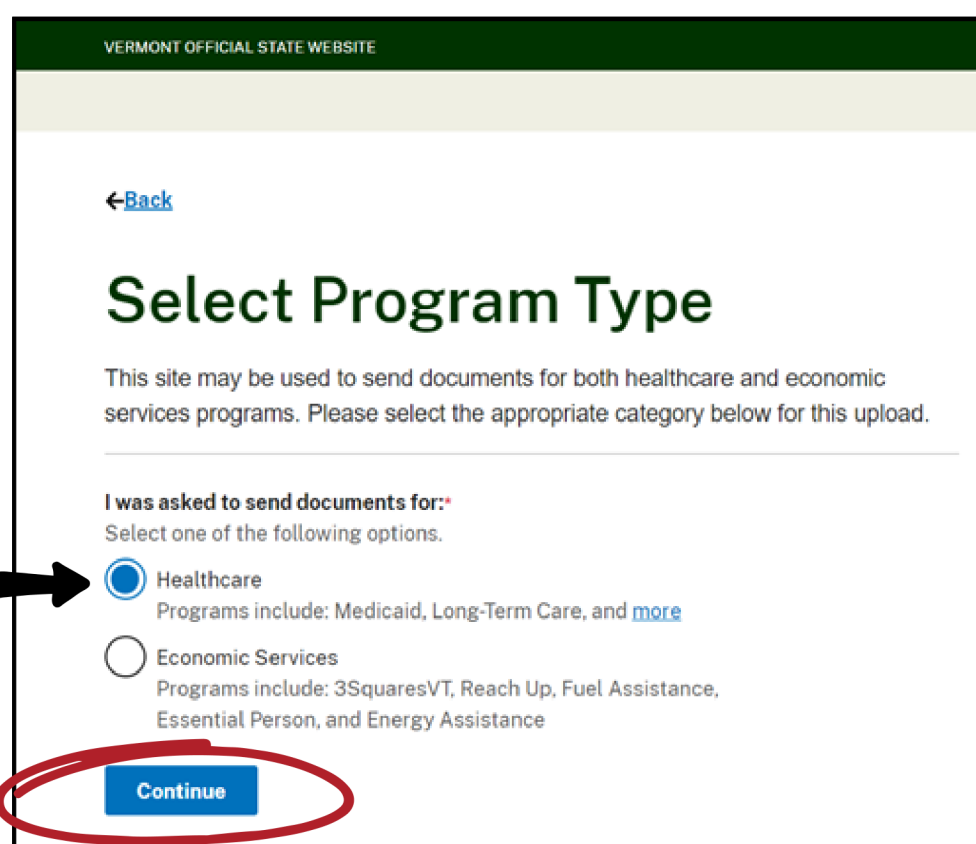
Need to send us documents?

Use the internet. Do it the safe way in 4 easy steps!



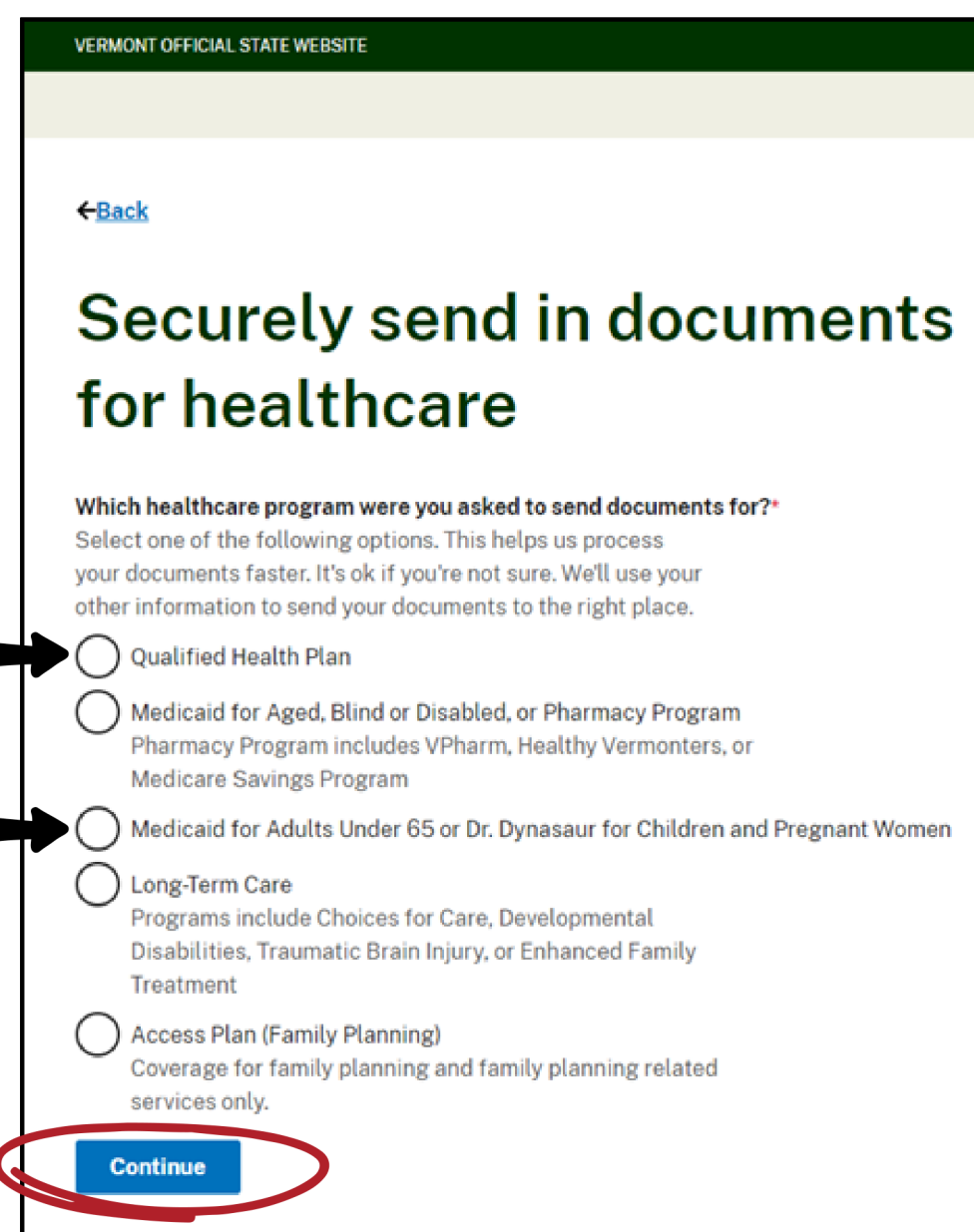
1

- Take clear pictures of the documents you need to send us. You can use a smart-phone, tablet or digital camera. You can also upload a .pdf file.
- Go to info.my.vermont.gov on the internet. Use the newest version of your internet browser.
- Log in to the document uploader. If you do not have an account, create a new account (see other side for instructions).
- On the first page, click "**Healthcare**". Then click "**Continue**".



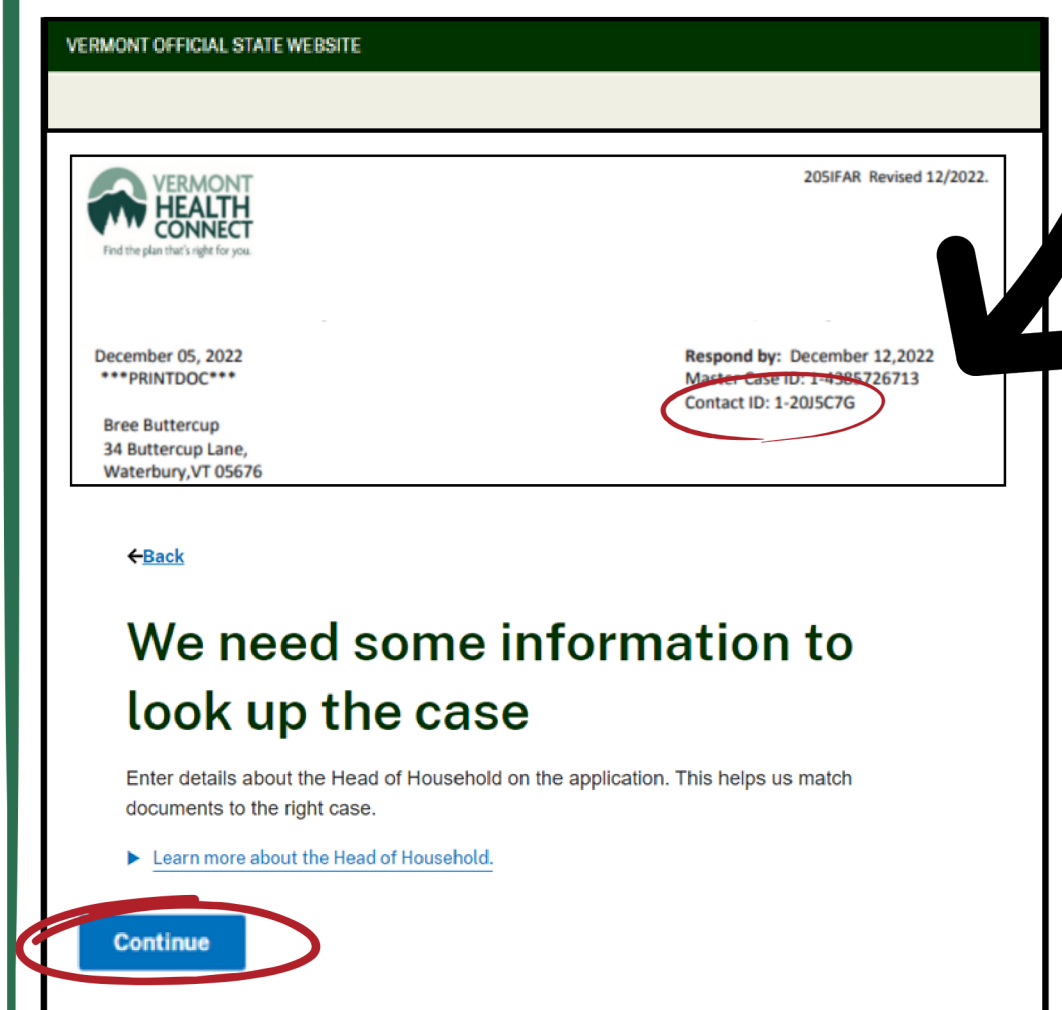
2

- You will see a new page. Click on "**Qualified Health Plan**" OR "**Medicaid for Adults Under 65 or Dr. Dynasaur for Children and Pregnant Women**". Then click "**Continue**".



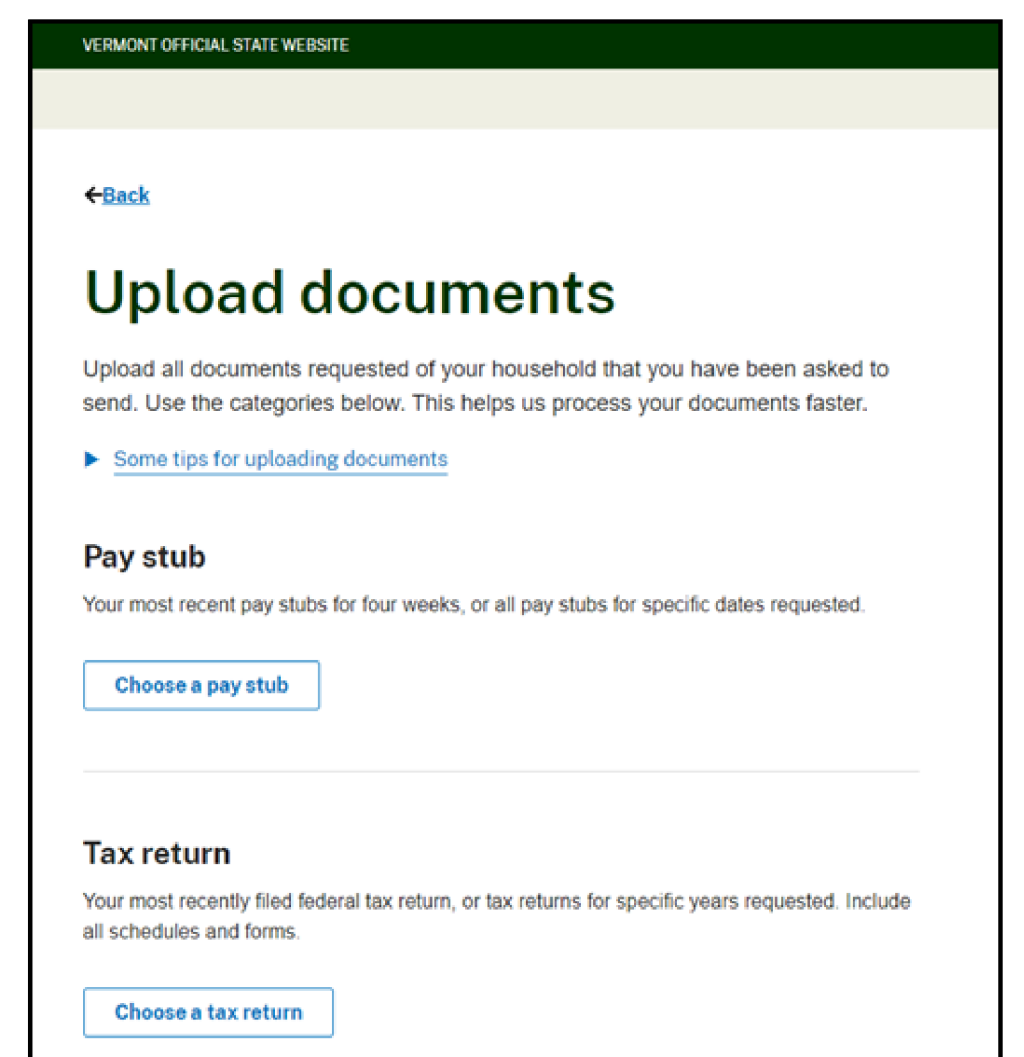
3

- The next page will ask questions about your account. Answer the questions and click "**Continue**".
- You can also enter the **Contact ID** to ensure documents are uploaded to your case. Find your **Contact ID** on the main page of the notice we sent you.



4

- The next page lets you upload the documents we asked for. You can add more than one document by clicking "**Add another document**".
- When you're done, click "**Finish and Submit**".



Want to find out if we got your documents? Wait **5 business days** after you upload them. Then **call** Vermont Health Connect at **1-855-899-9600**.