



**HRPro**

1025 N. Campbell Road  
Royal Oak, MI 48067  
Toll Free: 800.989.8776  
Phone: 248.543.2644  
Fax: 248.543.2296  
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**Debit Card Receipt Form**

<b>Employer Name</b>			
<b>Employee Name</b> (Last, First, MI)			
<b>ID/SS#</b>	XXX-XX-	<b>Daytime Phone Number</b>	
<b>Email Address</b> <i>(to be used for claim correspondence only)</i>			
<b>Description of Expenses</b>			

For expenses paid for using your HRA debit card, please submit the following documentation along with this completed form:

1. Health Insurance Company Explanation of Benefits (EOB)
2. Pharmacy Prescription Receipt(s)

All of the above items are necessary to substantiate the debit card transaction.

Submit receipt(s) within 10 days of purchase using one of three ways:

1. **MAIL** complete form and receipts to:



**Claims**  
1025 N. Campbell Rd.  
Royal Oak, MI 48067

**Tel: (248) 543-2644**  
**Fax: (248) 543-2296**  
**Email: [accounts@hrpro.com](mailto:accounts@hrpro.com)**

2. **FAX** this form along with receipts to (248) 543-2296 or 1-888-9898-FAX
3. **EMAIL** scanned copies of receipts with above information to [accounts@hrpro.com](mailto:accounts@hrpro.com)