# **How To Request Additional QR Codes**



### Step 1:

Login to the Client Portal.



### Step 2:

Select "Help" in the top right corner of the navigation menu.



# Step 3:

Select "Request QR Codes".



#### Step 4:

Input the required fields and click "Submit".

*Tip*: You can see previous requests that were made from this screen.



A member of our team will process the request and follow up with you directly.