

Request Beneficiary Travel Mileage Reimbursement



Select Request Beneficiary Travel on Welcome Screen

WELCOME

Select an option to begin

- Check In to Appointments
- View Future Appointments
- Request Beneficiary Travel for Today**
- Request Medical Records
- Update My Information
- View Balance

Press "Select Beneficiary Travel for today's appointment"

Request Beneficiary Travel Mileage Reimbursement



Enter and confirm identity

WELCOME TO VetLink

Please swipe or scan your VA ID card to check in

I do not have a VA ID Card

By using this kiosk you agree to the Terms of Use of this Government website

Enter and confirm your identity – You may use your VA Card or if you do not have your card you can enter your SSN.

Request Beneficiary Travel Mileage Reimbursement



Agree to conditions

Are all the Following True?

- I have a Beneficiary Travel account set up with the VA.
- I am claiming no receipts.
- All travel relating to this claim was by privately owned vehicle (POV) and I incurred all costs.
- Each trip began and ended on the same day. (e.g. multiple dates being claimed)
- The address below is where travel started from and is NOT a PO BOX:
92 COUNTY SEAT ST
RIVER CITY, NY 12345-1234

Yes **No**

Please confirm all is True and then press yes.

Request Beneficiary Travel Mileage Reimbursement



If kiosk cannot complete request, receive queue number and see clerk.

Your patient ticket number is 110

Please take your receipt (or queue number) and wait to be called by clerk.

Thank You.

Finish

If the Kiosk cannot complete your request it will ask you to see the clerk. The clerk will have a paper form you can complete and drop it in the drop box in Bene Travel or at the CBOC give it back to the MSA.

(Over)

Request Beneficiary Travel Mileage Reimbursement



Certify that request is correct

Beneficiary Travel Agreement Notice

I have neither obtained transportation at Government expense nor through the use of Government request, tickets, or tokens, and have not used any Government-owned conveyance or incurred any expense which may be presented as charges against the Department of Veterans Affairs for transportation, meals, or lodgings in connection with my authorized travel that is not herein claimed. I certify that this claim is correct and just and that payment has not been received.

Yes No



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If the Kiosk is able to complete your request, you will be asked to Certify that you were not transported at government expense and this claim is correct.

Request Beneficiary Travel Mileage Reimbursement



Sign to authorize and submit request

Authorize the Beneficiary Travel Transaction

Bring your finger, sign your name in the box below to authorize this transaction.

Proceed →

Authorize the Beneficiary Travel Transaction

Bring your finger, sign your name in the box below to authorize this transaction.

Valter Doe

Proceed →



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Sign the request using your finger. Please press hard so the screen is able to detect your finger.

Request Beneficiary Travel Mileage Reimbursement



Confirm submission

Request Submitted Successfully

Your payment will be sent automatically. No further action is required unless you do not receive the payment in a timely manner.

Proceed →



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This is a confirmation screen that your Beneficiary Travel has been successfully submitted – press proceed so you can complete the final step.

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Choose to exit kiosk or do more

Thanks!

Beneficiary Travel submitted

Exit

I Want to Do More

Select an option to continue

Remember to call if you do not wish to:

- Check In to Appointments
- View Future Appointments
- Request Beneficiary Travel for Today
- Request Medical Records
- Update My Information
- View Balance



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This the final confirmation screen. If you are done at the Kiosk, press exit. If you would like to do more at the kiosk press “I want to do more”