

**ALERT: There is a 4MB size limit for all uploaded files.**

To help reduce system errors in the portal, we have implemented a size limit for uploaded files.

**How does this affect you?** Uploading a customer's receipt or picture.

**What if my file is too large?** You will get a WHOOPS error.

**Need help learning how to shrink files?** You may use an online file converter or reduction software to adjust the size of your PDF or Image.