

Downloading the Expenses system App

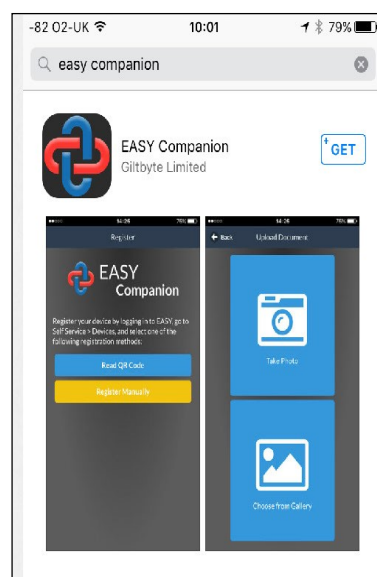
To use the **App Store** or **Google Play™** Store, your device must be connected to the internet. You will also need an **iTunes™** or **Google Play™** Store account to download applications. If you don't already have an **iTunes™** or **Google Play™** Store account, open **iTunes™** or **Google Play™** on your computer and select **Store – Account** to set one up.

IOS – Apple Store:



To download Expenses app from the App Store on to your device, follow these steps:

1. From the Home screen of your Apple device, tap the **App Store** icon.
2. Tap **Search**.
3. Enter **EASY Companion** and search.
4. Tap the **EASY Companion** app from the list of search results.
5. Tap **GET**, and then tap **INSTALL**.
6. Enter your iTunes Store account and password and tap **OK**.



Android – Google Play Store:



To download Expenses app from the Google Play™ Store onto your device, follow these steps:

1. From the Home screen of your Android device, tap the **Google Play** store icon.
2. Use the search bar at the top of the page to enter **EASY Companion**.
3. Tap the search icon.
4. Tap the **EASY Companion** app from the list of search results.
5. Tap **INSTALL**.
6. Tap **ACCEPT**.

