How To View Electronic Notices and Correspondence in benefind
What is benefind?

benefind is a website where you can apply for benefits like:

- Supplemental Nutrition Assistance Program (SNAP) – helps you buy healthy foods for you and your family.
- Medicaid – helps cover medical care costs.
- Kentucky Transitional Assistance Program (KTAP) – helps pay for basic needs like rent, utilities, and other household expenses.

You can access benefind by visiting benefind.ky.gov from any computer with internet.

Viewing Electronic Notices and Correspondence in benefind

Electronic notices and correspondence include important information and updates about your applications and benefits. You can find these documents on benefind.

Follow the steps below to learn how to access your electronic notices and correspondence on your benefind account.

1. Open your internet browser and go to benefind.ky.gov.
2. Click the Log In link in the top right corner of the benefind homepage.
3. Enter your Kentucky Online Gateway Citizen Account username or email address and click the Log In button.

![Gateway Log In](image1.png)

**Note:** If you have not already created a Kentucky Online Gateway Citizen Account, go to the Creating a Kentucky Online Gateway Citizen Account section to learn how.

4. Read the warning consent text and click Reject or Accept.

![Warning Consent](image2.png)

**Note:** If you click Reject, you will not be permitted to enter benefind and will be automatically signed out of your account.
5. Click the **Visit the marketplace for Individual and Families** button.

6. On your benefind account homepage, click the **Messages** tab on the top of the screen.
7. In the **Message Center** screen, you can see all of the notices and correspondences related to your case.

8. To view the letter or notice, click the green link.

![Message Center screen](image1)

**Click the subject link to open the message for more detail.**

![Message screen](image2)

**Click the green link to view the full letter or notice.**
9. The full letter or notice displays in a new pop up screen.

Click here to print the letter or notice.

Click here to save the letter or notice to your computer.