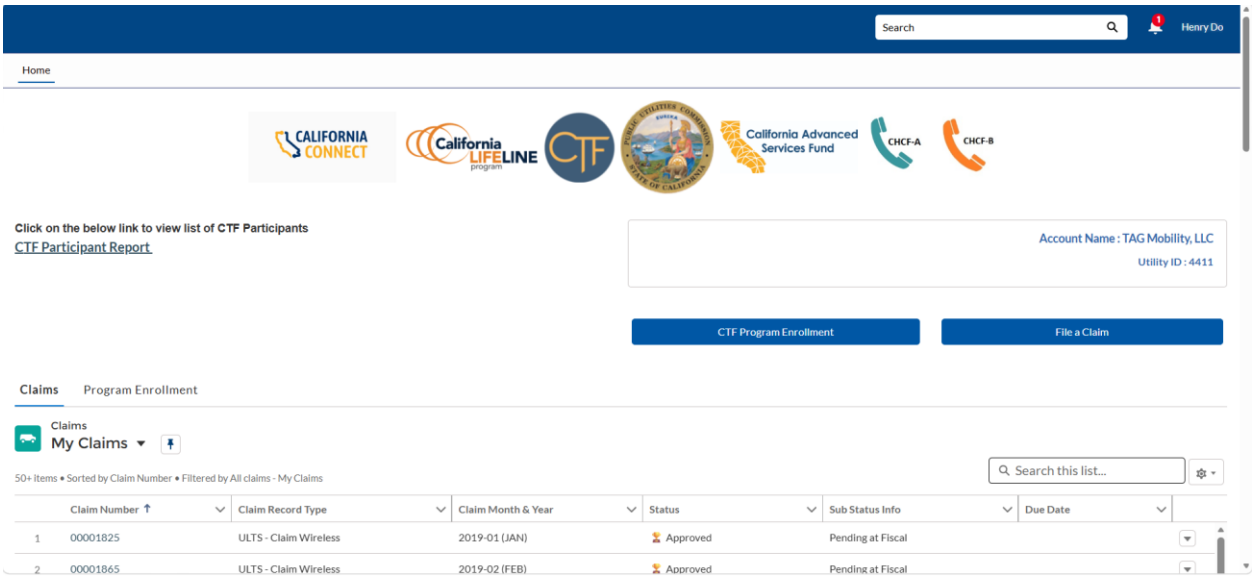
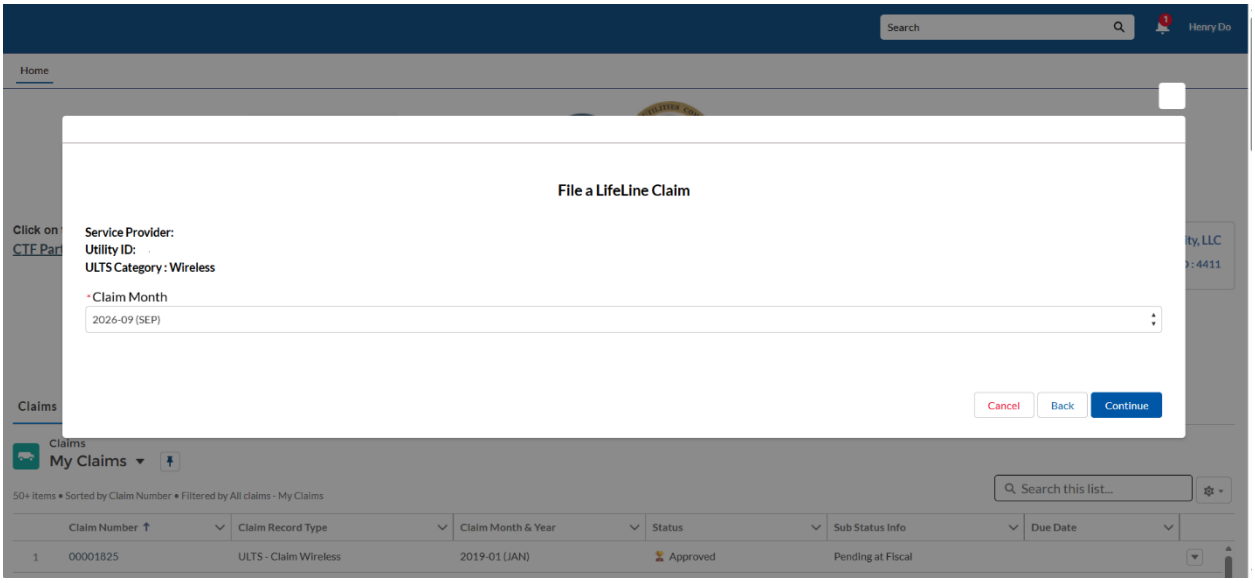
Use the steps below to upload supporting documents to a claim in ECAP.

ECAP File Upload Guide

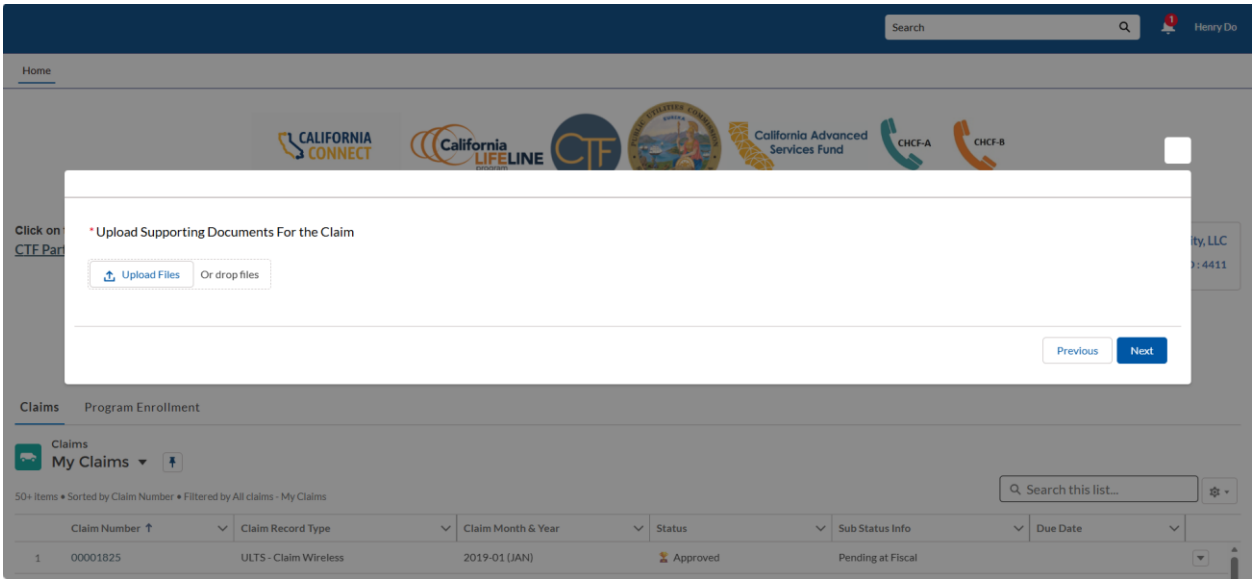
Step 1: Open the claim



Step 2: Select the claim month

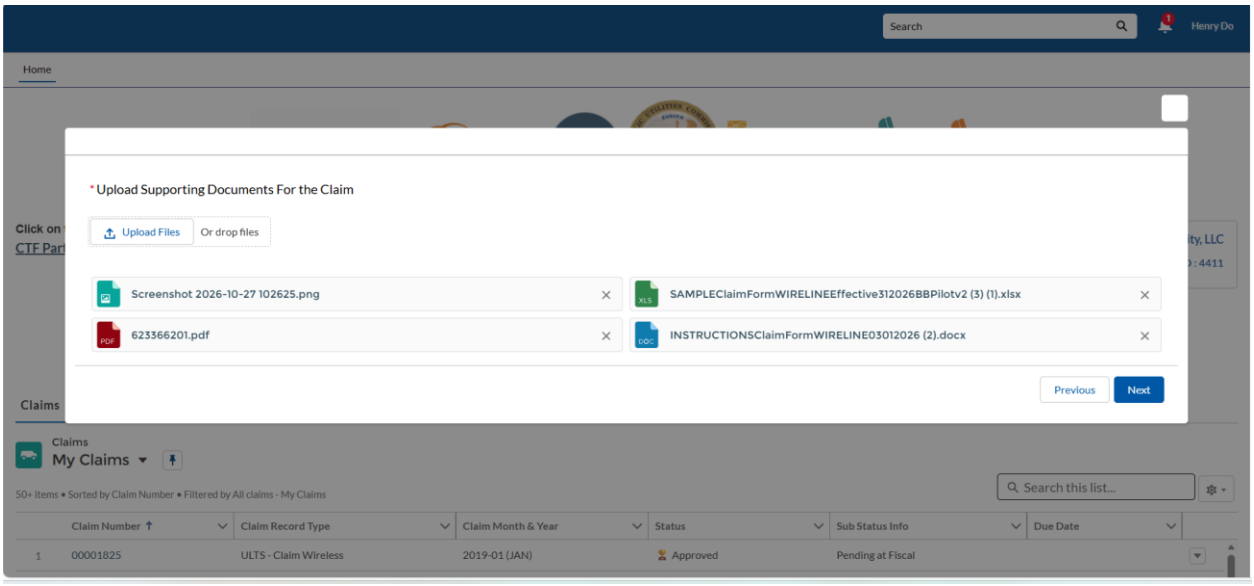


Step 3: Select the file upload option

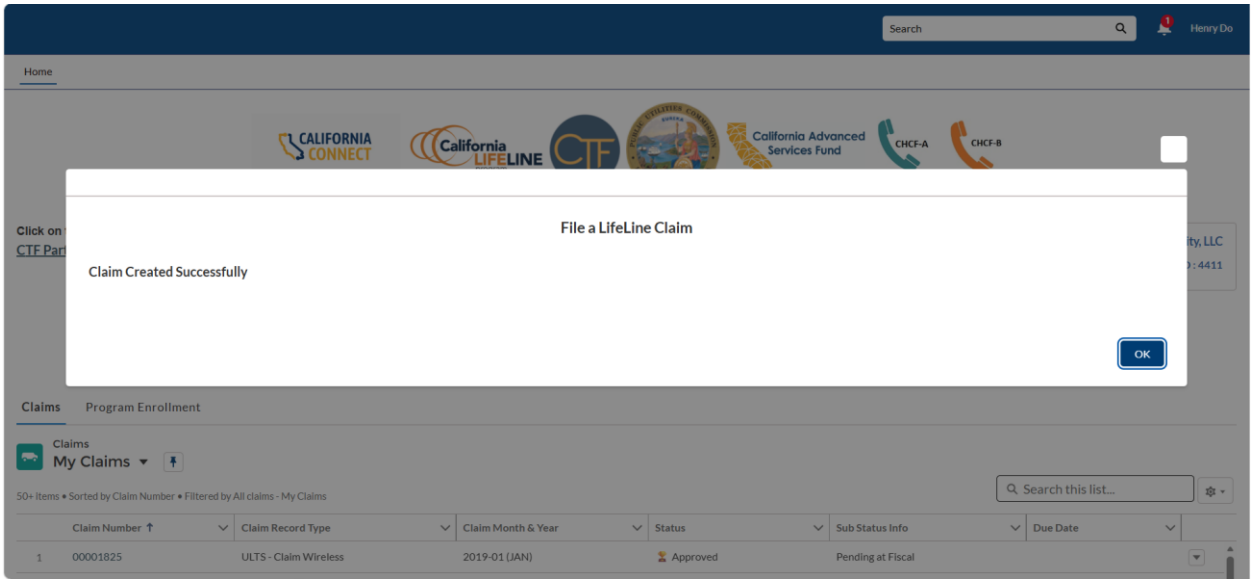


Step 4: Upload the documents

Select and upload all required documents. You may upload multiple files, if needed. When you are finished, select Next.

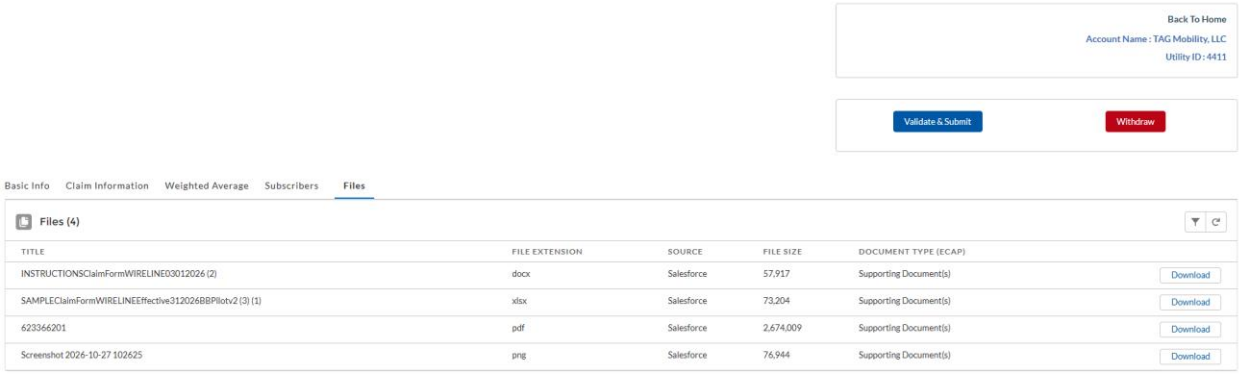


Step 5: Confirm the claim was created successfully



6- The file tab will be shown on the main claim page

There is an option to download for further review.



Step 7: Request a file correction or update

If a file needs to be changed or edited after upload, contact the LifeLine Claims Team at Lifelineclaim@cpuc.ca.gov. A claims analyst will assist you.