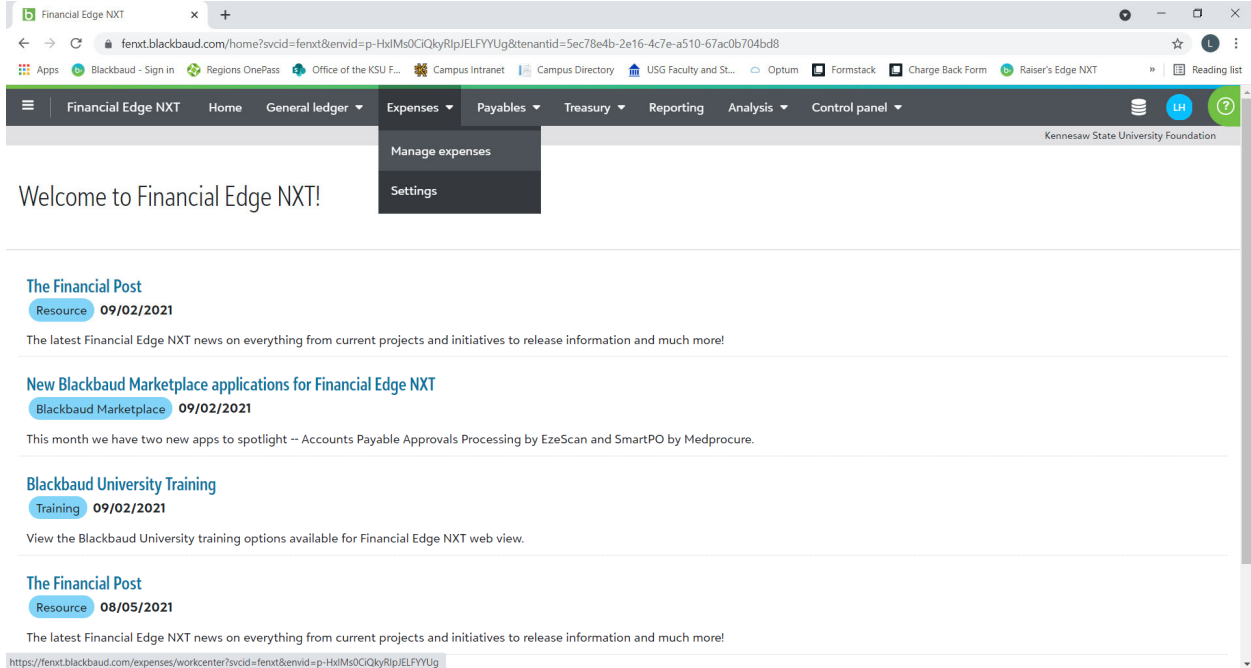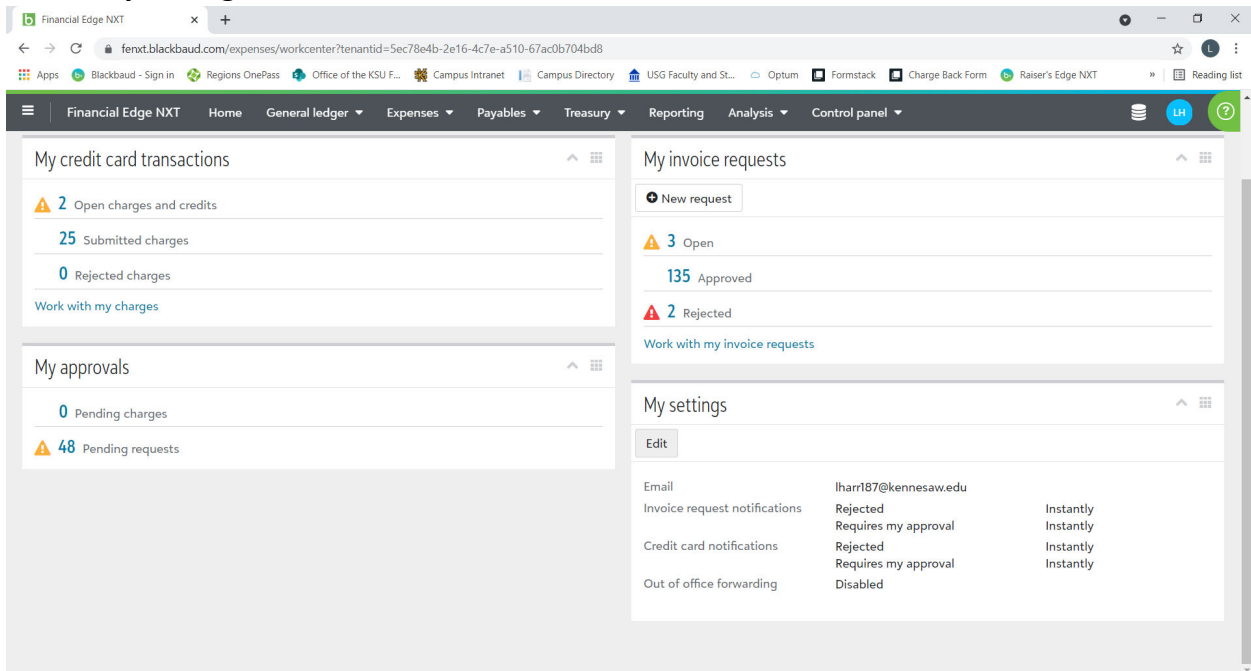# Setting up Notifications

Click on **expenses**, then **Manage expenses**

Under **My settings** click **Edit**

Enter your email address at the top of the page

Scroll towards the bottom of the page and check the box for **Invoice request rejected**.

Click **Save**