

Commute and save

PayFlex Commuter Benefits Online Solution

The PayFlex Commuter Benefits online solution is an easy way to help save money on certain transportation and parking expenses for your commute to and from work.

Great reasons to enroll

- Helps decrease your taxable income and increase your take-home pay.
- Pay for eligible work-related commuting costs with pretax dollars.
- Easy ordering of transit and parking passes, vouchers and a Commuter Check® online.
- Schedule orders to take place automatically each month.
- Add funds to a fare card with just a few clicks of a mouse.

The PayFlex member website helps make it easy

You can order a transit pass or add funds to a fare card through the PayFlex member website. When you order a pass, the transit authority will mail it right to your home.

Easy ways to pay your parking provider

- **Monthly Direct Pay program** — Schedule parking payments to take place automatically each month.
- **Commuter Checks for parking** — Commuter Checks make it easy to pay for parking expenses. Vouchers are made payable to the parking provider and mailed to your home.
- **Pay yourself back** — Enroll in the cash reimbursement option online. Choose the monthly amount (up to the Internal Revenue Service [IRS] limit) to set aside for parking expenses. Simply pay your parking expense with a personal credit card, cash or check. Then submit a claim to pay yourself back.

PayFlex Systems USA, Inc.

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Things to keep in mind

- The monthly pretax parking and transit limits are set by the IRS. View the current limits on the PayFlex member website.
- You can buy more than the pretax limit. If you do, you'll need to pay the excess amount on an after-tax basis.
- PayFlex will replace up to one non-delivered pass per plan year. However, we aren't responsible for:
 - Expired passes
 - Lost passes
 - Passes that you receive late because of delays with local transportation authorities
 - Passes that you do not receive due to an invalid or incorrect address
- When using a transit authority that offers a combined parking and transit-stored value card and plan to pay for both parking and transit expenses, you'll need to buy more than one card. You can load funds onto each card separately for parking and transit.

Questions?

Visit payflex.com, or call us directly at **1-844-PAYFLEX (1-844-729-3539)**. We're here to help Monday – Friday, 7 a.m. – 7 p.m. CT, and Saturday, 9 a.m. – 2 p.m. CT.