

Save up to 30%* on \$265 worth of monthly transit expenses and/or \$265 worth of monthly eligible parking** expenses in four easy steps:

1. Use the order form below to tell your employer how much you want to contribute each month to your commuter benefits program. Please note: Transit amounts may *only* be spent on transit, and Parking amounts may *only* be spent on eligible parking – they cannot be mixed.
2. A Transit and/or Parking Account will be set up on your behalf. If your transit pass or parking cost is more than the pre-tax limit, you can pay the balance with a personal credit card.
3. Use your Transit Account to buy transit passes and vanpool vouchers and your Parking Account to place your parking order at www.wageworks.com.
4. Get your transit pass delivered free to your home and/or your parking payment sent directly to your parking provider.

Save Money: Use your Commuter Account to pay with pre-tax dollars and save up to 30% on the cost of transit passes and parking expenses.*

Save Time: Get your transit pass delivered free to your home, or your parking payment sent directly to your parking provider.

Go to www.wageworks.com/employees/commuter-benefit-accounts to learn more.

Also,

When ordering at www.wageworks.com, select "Every Month" to automatically get the same transit, vanpool, or parking order every month until you change or cancel it. Or, use the "Manage Calendar" option to start/stop your order to fit your commuting needs.

Please complete the following and return to: _____

- ① Employee Name _____
Office Phone Number _____
Email _____
ID Code (last 4 digits)† _____

- ② Check all that apply:
- | | | |
|--------------------------|----------------------------------|-------------------------------|
| <input type="checkbox"/> | New Transit Account Deduction | (effective _____ 1st, 20____) |
| <input type="checkbox"/> | New Parking Account Deduction | (effective _____ 1st, 20____) |
| <input type="checkbox"/> | Change Transit Account Deduction | (effective _____ 1st, 20____) |
| <input type="checkbox"/> | Change Parking Account Deduction | (effective _____ 1st, 20____) |
| <input type="checkbox"/> | Stop Transit Account Deduction | (effective _____ 1st, 20____) |
| <input type="checkbox"/> | Stop Parking Account Deduction | (effective _____ 1st, 20____) |

- ③ A. Please enter the Transit deduction you want each month: \$ (Any amount between \$1 and \$265. This amount can be exact, i.e. \$185.75.)
- B. Please enter the Parking deduction you want each month: \$ (Any amount between \$1 and \$265. This amount can be exact, i.e. \$185.75.)

- ④ **Employee Signature** _____
By submitting this form on paper or electronically, you agree that your employer is authorized to deduct the amount you elected from your regular pay.

* Assumes a combined tax rate of 30%, including FICA, state and federal income taxes. Actual amounts may vary. Individual savings may vary based on income, individual tax rates, state of residence and other factors.

** "Eligible Parking" is parking at or near work, or parking at or near public transportation you use to get to work. Visit www.wageworks.com for more information.

† Your ID Code is the last 4 digits of your Social Security Number, your Employee Number or other reference number assigned by your employer.