

What Are Commuter Benefits?

Commuter Benefit Accounts enable employees to use tax-free dollars to pay for qualified expenses related to travel to the workplace. Employees can use their commuter benefits to pay for Parking, Public and Shared Transportation, and Bicycle maintenance.

How Commuter Benefits Work

When an employee enrolls in our commuter benefits program, they can pay for their **Transit and Parking** expenses with pre-tax money, up to the current IRS tax limit of **\$300/month**.

In addition to pre-tax transit and parking benefits, we also offer a **Biking Benefit**. Although there are no tax benefits for biking, it is a great perk to offer for employees who may bike to work. The biking benefit allows commuters to **spend up to \$20 a month** for equipment and repairs.

Whether an **employee commutes** by **car, bus, subway, train, ferry, bicycle, or vanpool**, we offer a wide variety of payment options to ensure they can enjoy the savings and convenience of this flex plan commuter benefits.

Our Commuter Benefits Offer:

- ✓ Online ordering of monthly transportation and parking-related expenses
- ✓ Orders sent to home
- ✓ Recurring orders/scheduling
- ✓ Self-service
- ✓ Customer service assistance, including purchase orders for participants without online access





Transportation Benefits Offer:

- ✓ Standard passes
- ✓ Vanpools
- ✓ Smart cards
- ✓ Transit debit card
- ✓ Vouchers

Parking Benefits Offer:

- ✓ Pay the provider
- ✓ Parking checks
- ✓ Parking debit card

Bicycle Subsidy Benefits Offer:

- ✓ Reimbursement for bicycle maintenance, storage, and repair
- ✓ Monthly Vouchers

Tax-free allow able limits:

Transit and vanpooling: \$300/month
Qualified commuter parking: \$300/month
Combined parking and transit benefits: \$600/month
Bicycle Maintenance Credit: up to \$20/month

Qualified commuting expenses:

Bus, ferry, train, trolley tickets and passes
Parking expenses: meters, garages and lots
Vanpool fees
Fees related to the purchase, maintenance, repair, and storage of bicycle for work commute.

Expenses that are not covered:

Tolls
Taxis
Gas/fuel
Mileage
Business trip costs
Airport parking fees
Residential parking fees

You can access these benefits from the **APTIM Benefits Marketplace portal** at <https://digital.alight.com/aptim> by selecting Reimbursement Accounts at the top of the homepage and then clicking on the Commuter benefits link on the following page. You will be signed over to the Commuter ordering site where you can place your order.

