



# Commuter Benefits

## Plan Overview

# MyChoice Accounts Commuter Programs

We are delighted to provide employers with both a parking and a transit solution for your Commuter Programs. The Businessolver preferred product is the MyChoice Accounts Visa® carded solution, as it provides the most seamless experience for employees, with quick access to their pre-tax and, if applicable, post-tax funds.

## How does it work?



During Annual Enrollment or the initial enrollment window, the employee will elect how much they would like to have deducted from their pay check on a pre-tax and, if applicable, post-tax basis, for parking and transit, based on IRS guidelines for limits. The elections are separate, so parking money can only be used for parking expenses and transit money can only be used for transit expenses.

Employees will then receive a MyChoice Accounts debit card that allows them to purchase their transit passes or pay for parking, pulling funds automatically from the corresponding MyChoice Account. If they have another MyChoice Account, such as an FSA or HSA, they can use the same card for all eligible purchases, and the card will default to the correct account for the location/service.

## How is it funded?



The deduction amount elected will be included on the first payroll file sent to the client/payroll on the first of the month following the month of election. Once the funds are deducted from the employees' \_paycheck(s), the total amount of those deductions is sent to Businessolver by you or your payroll vendor on either a closed loop payroll file or on a separate contribution file.

The MyChoice Accounts carded solution is a prefunded commuter program and the prefund is due prior to the first benefit month. The funds are available on the participant's MyChoice Account card once the payroll deduction has occurred, and the client has provided funding.

*(For example: Funds are available on January 1, for deductions taken from payroll between 12/1 and 12/31).*

## How does the employee make purchases?

Once the funds post to the card, the employee can begin making purchases for any eligible cost up to the card balance. All contributions (both parking and/or transit) are placed on one card for ease of use!



- **Parking** – The parking card will only work at parking locations that have a credit card machine that has “Parking” for the Merchant Category Code (MCC). If for some reason the employee can't use the card to pay for parking, the employee can file a reimbursement claim through Benefitsolver.
- **Transit** – The transit card has tighter IRS regulations. The card can be set up as the funding source for most transit agency ‘Smart Cards’ or vanpool operations. This allows the employee's transit pass to be automatically funded each month using the funds placed on their MyChoice Accounts card. They may also purchase transit passes from credit card terminals that ONLY sell transit passes. The employee will not be able to file a claim for transit, per IRS regulation.