

# EMPLOYER ORDER FORM

Getting on board with TransitChek is easy.

**Employers** simply fill out this order form and select a payment option. You can **order online** at [GetTransitChek.org](http://GetTransitChek.org).

This form is for employers not yet enrolled in TransitChek. If you have ordered TransitCheks before and have an existing account, please check this box.

## IMPORTANT NOTICE for PATCO riders—FREEDOM CARD PROCEDURES

For your employees that ride PATCO, an employer must submit a separate spreadsheet to electronically transmit TransitChek benefits to the employees' FREEDOM Card accounts. Forms can be obtained online ([GetTransitChek.org](http://GetTransitChek.org)), by phone (215-592-1800), or by emailing us at [TransitChek@dvrpc.org](mailto:TransitChek@dvrpc.org). New orders for both TransitCheks and FREEDOM Card loads must be included on this order from with **one payment**.

Company name \_\_\_\_\_  
Contact \_\_\_\_\_  
Title \_\_\_\_\_  
Address \_\_\_\_\_  
Suite/Floor/Room \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Phone (important) \_\_\_\_\_  
Fax \_\_\_\_\_ Email \_\_\_\_\_

## ORDER COSTS

Each TransitChek voucher is valid for 13 months from shipment. There is a service fee of 4% of the total cash value of your order, plus a shipping and handling fee (see below).

A Voucher Denomination	B Voucher Quantity	C Value (A x B)
\$15	x	_____
\$20	x	_____
\$21	x	_____
\$30	x	_____
\$35	x	_____
\$60	x	_____
\$65	x	_____

## PATCO FREEDOM Card total amount

(separate sheet)

Add 4% service fee (multiply subtotal x .04)

Add \$15 for shipping and handling  
(shipped 2nd day delivery, allow 3 weeks  
for processing of your first order)

Option: Add \$15 for expedited delivery  
(order will be processed and shipped within  
5 business days of receipt via next day air)

+ \_\_\_\_\_  
Subtotal \_\_\_\_\_  
x \_\_\_\_\_  
+ \$15 \_\_\_\_\_  
Total Cost \$ \_\_\_\_\_

# BILLING INFORMATION

Make check payable to: Commuter Benefit Program

Mail to: Commuter Benefit Program  
c/o CCS Corp./Accor Services  
51 Water St., 2nd Floor  
Watertown, MA 02472

## EMPLOYER SHIPPING INFORMATION (if different from billing)

Company name \_\_\_\_\_  
Contact \_\_\_\_\_  
Title \_\_\_\_\_  
Street address \_\_\_\_\_  
(No delivery to P.O. boxes or P.O. box ZIP codes)  
Suite/Floor/Room \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_  
Phone (important) \_\_\_\_\_  
Fax \_\_\_\_\_ Email \_\_\_\_\_

You may request an invoice, but orders are only shipped after payment is received.

Payment is enclosed, ship immediately

Send invoice (delays order)

## FUTURE ORDERS

To receive a reorder notice, check the appropriate option below. (Not available for monthly orders; use shipping sheet for next order.)

We expect to order more TransitCheks in:

\_\_\_ 3 months \_\_\_ 6 months \_\_\_ 12 months

## TELL US MORE

How many employees does your company have? \_\_\_\_\_

How many employees will be using TransitChek?\* \_\_\_\_\_

May we identify your company as a participant in TransitChek? Yes No

In what industry category is your company? \_\_\_\_\_

\*Note: Employee information flyers are sent with your first order.

## DO YOU HAVE ANY QUESTIONS?

For general information or questions about placing an order, call 215-592-1800.

For customer service or information on the status of your order, call 800-531-2828.

Delaware Valley  
**TransitChek**  
GETTING TO WORK CAN BE A LOT LESS TAXING.  
[GetTransitChek.org](http://GetTransitChek.org)