



Getting to work can be a lot less taxing.

Tips for Employees

If you commute on public transit, TransitChek is a program that will help you save money.

- > TransitCheks are vouchers that you can use to buy passes, tickets, or tokens for your commute on public transit, whether by bus, train, trolley, or vanpool.
- > TransitCheks come in seven denominations: \$15, \$20, \$21, \$30, \$35, \$60, and \$65. Your employer will decide which denominations to offer.
- > TransitCheks are accepted by all area transit providers, including SEPTA, NJTransit, PATCO, DART First State, Amtrak, and VPSI vanpool services.
- > You cannot use TransitCheks to pay your fare when boarding public transit. You must use TransitCheks in advance of actual travel by buying tokens, passes, or tickets.
- > TransitCheks are accepted at most authorized sales locations where tickets, tokens, or passes are sold. Contact your transit provider to find the sales locations that are most convenient for you.
- > Note: PATCO FREEDOM Card users can redeem their TransitCheks in one of two ways: 1. in person at the Broadway station or 2. by mailing TransitCheks to PATCO. Speak to your employer about electronic uploads; some may offer this service.
- > If your employer offers TransitChek through pretax payroll deductions, you can set aside up to \$230 a month from your salary in exchange for TransitCheks. Your payroll department will take the money out of your regular paychecks. When you buy TransitCheks through pretax payroll deductions, you won't pay federal income or FICA payroll taxes on the money you set aside. Depending on your tax bracket and level of participation, this means you can save more than \$900 a year!
- > Think about how much you spend on transit each month. Keep in mind that you will not get change back when you redeem TransitCheks.
- > Each TransitChek has an expiration date printed on it. TransitCheks are good for 13 months from the date of issue. Make sure to use your TransitCheks before they expire because they cannot be replaced or exchanged.
- > You may redeem up to ten TransitCheks at one time.
- > Handle your TransitChek with care. It will not be accepted or replaced if it has been tampered with or is worn or torn. Nor will it be replaced if it is lost or stolen.
- > Ask your employer first if you have questions about TransitChek.

For more information about TransitChek, please visit www.GetTransitChek.org.