

2012 PATCO FREEDOM Card Uploads

TransitChek will continue to submit weekly transfers for PATCO FREEDOM Cards for the 2012 calendar year. You will find an updated schedule as to when your order should be received by Edenred and when employees can expect to see funds loaded onto their FREEDOM Cards. The file will continue to be sent to PATCO on Fridays, unless it conflicts with a DVRPC office closure. There is one date that is affected this year: **Friday, November 23rd**

In lieu of the date above, FREEDOM card orders will be submitted to PATCO on the following date: **Wednesday, November 21st**

Please remember, some federal holidays may impact the load dates. PATCO has three business days to load employees' FREEDOM Cards.

If you want to upload TransitCheks to FREEDOM Cards, please do the following steps:

1. Collect employees' FREEDOM Card numbers and the amounts they would like uploaded to their FREEDOM Cards. You are no longer confined to the denominations offered by TransitChek vouchers (\$97.00? \$42.00? Sure! But not \$41.34.). Please note, if employees get new cards, they must give you their new FREEDOM Card number ASAP. Requesting money to be loaded onto the wrong card could cause a delay.
- 2A. Complete an online order via our secure website. Visit www.GetTransitChek.org and click on "Place Online Order." After placing your online order, please submit payment via check or ACH transfer. If you do not opt for online ordering, please follow step 2B.
- 2B. Complete the PATCO FREEDOM Card Order Form (available on the front page of www.GetTransitChek.org) and please follow the instructions on the top of the form. Those instructions request that you email the document (in MS Excel format) to transitchek@edenredusa.com. **Please do not send a PDF.** If you do not email the FREEDOM Card Order Form, this can delay your order. Please print out a hardcopy of the FREEDOM Card Order Form and mail it, along with your Re-Order Form and payment. A FREEDOM Card cannot be loaded until payment is received.
3. **Please have your order and payment to Edenred 48 hours before (usually a Wednesday) the load date** to ensure your employees' cards are included in that Friday's FREEDOM Card upload.
4. Please remind your employees that PATCO has three business days to load their FREEDOM Cards.

Please remember that the FREEDOM Card is a **PATCO-only product**, not a TransitChek product. We ask that you continue to allow 2 weeks to turnaround your TransitChek voucher order.

To avoid card errors, if your employee receives a new FREEDOM Card, it is important that you update Edenred with the new FREEDOM Card Number.

Please review the schedule on page 2.

Check and order due to Edenred	File/fund transfer to PATCO	Employees should see funds by
Wednesday, January 04, 2012	Friday, January 06, 2012	Wednesday, January 11, 2012
Wednesday, January 11, 2012	Friday, January 13, 2012	Wednesday, January 18, 2012
Wednesday, January 18, 2012	Friday, January 20, 2012	Wednesday, January 25, 2012
Wednesday, January 25, 2012	Friday, January 27, 2012	Wednesday, February 01, 2012
Wednesday, February 01, 2012	Friday, February 03, 2012	Wednesday, February 08, 2012
Wednesday, February 08, 2012	Friday, February 10, 2012	Wednesday, February 15, 2012
Wednesday, February 15, 2012	Friday, February 17, 2012	Wednesday, February 22, 2012
Wednesday, February 22, 2012	Friday, February 24, 2012	Wednesday, February 29, 2012
Wednesday, February 29, 2012	Friday, March 02, 2012	Wednesday, March 07, 2012
Wednesday, March 07, 2012	Friday, March 09, 2012	Wednesday, March 14, 2012
Wednesday, March 14, 2012	Friday, March 16, 2012	Wednesday, March 21, 2012
Wednesday, March 21, 2012	Friday, March 23, 2012	Wednesday, March 28, 2012
Wednesday, March 28, 2012	Friday, March 30, 2012	Wednesday, April 04, 2012
Wednesday, April 04, 2012	Friday, April 06, 2012	Wednesday, April 11, 2012
Wednesday, April 11, 2012	Friday, April 13, 2012	Wednesday, April 18, 2012
Wednesday, April 18, 2012	Friday, April 20, 2012	Wednesday, April 25, 2012
Wednesday, April 25, 2012	Friday, April 27, 2012	Wednesday, May 02, 2012
Wednesday, May 02, 2012	Friday, May 04, 2012	Wednesday, May 09, 2012
Wednesday, May 09, 2012	Friday, May 11, 2012	Wednesday, May 16, 2012
Wednesday, May 16, 2012	Friday, May 18, 2012	Wednesday, May 23, 2012
Wednesday, May 23, 2012	Friday, May 25, 2012	Thursday, May 31, 2012
Wednesday, May 30, 2012	Friday, June 01, 2012	Wednesday, June 06, 2012
Wednesday, June 06, 2012	Friday, June 08, 2012	Wednesday, June 13, 2012
Wednesday, June 13, 2012	Friday, June 15, 2012	Wednesday, June 20, 2012
Wednesday, June 20, 2012	Friday, June 22, 2012	Wednesday, June 27, 2012
Wednesday, June 27, 2012	Friday, June 29, 2012	Thursday, July 05, 2012
Tuesday, July 03, 2012	Friday, July 06, 2012	Wednesday, July 11, 2012
Wednesday, July 11, 2012	Friday, July 13, 2012	Wednesday, July 18, 2012
Wednesday, July 18, 2012	Friday, July 20, 2012	Wednesday, July 25, 2012
Wednesday, July 25, 2012	Friday, July 27, 2012	Wednesday, August 01, 2012
Wednesday, August 01, 2012	Friday, August 03, 2012	Wednesday, August 08, 2012
Wednesday, August 08, 2012	Friday, August 10, 2012	Wednesday, August 15, 2012
Wednesday, August 15, 2012	Friday, August 17, 2012	Wednesday, August 22, 2012
Wednesday, August 22, 2012	Friday, August 24, 2012	Wednesday, August 29, 2012
Wednesday, August 29, 2012	Friday, August 31, 2012	Thursday, September 06, 2012
Wednesday, September 05, 2012	Friday, September 07, 2012	Wednesday, September 12, 2012
Wednesday, September 12, 2012	Friday, September 14, 2012	Wednesday, September 19, 2012
Wednesday, September 19, 2012	Friday, September 21, 2012	Wednesday, September 26, 2012
Wednesday, September 26, 2012	Friday, September 28, 2012	Wednesday, October 03, 2012
Wednesday, October 03, 2012	Friday, October 05, 2012	Wednesday, October 10, 2012
Wednesday, October 10, 2012	Friday, October 12, 2012	Wednesday, October 17, 2012
Wednesday, October 17, 2012	Friday, October 19, 2012	Wednesday, October 24, 2012
Wednesday, October 24, 2012	Friday, October 26, 2012	Wednesday, October 31, 2012
Wednesday, October 31, 2012	Friday, November 02, 2012	Wednesday, November 07, 2012
Wednesday, November 07, 2012	Friday, November 09, 2012	Wednesday, November 14, 2012
Wednesday, November 14, 2012	Friday, November 16, 2012	Wednesday, November 21, 2012
Monday, November 19, 2012	Wednesday, November 21, 2012	Tuesday, November 27, 2012
Wednesday, November 28, 2012	Friday, November 30, 2012	Wednesday, December 05, 2012
Wednesday, December 05, 2012	Friday, December 07, 2012	Wednesday, December 12, 2012
Wednesday, December 12, 2012	Friday, December 14, 2012	Wednesday, December 19, 2012
Wednesday, December 19, 2012	Friday, December 21, 2012	Thursday, December 27, 2012
Wednesday, December 26, 2012	Friday, December 28, 2012	Thursday, January 03, 2013

Questions? Call TransitChek at 215-592-1800.