

Your New York City Commuter Benefits Program

Going Your Way.

Save big — however you get to work.

Do you commute? Chances are you can save through the Commuter Benefits Program.

Train. Bus. Subway. Paratransit. Parking your car at the station. However you ride, your Commuter Benefits Program — presented by the City of New York and administered by WageWorks — will give you better ways to save.

Transit coverage

This program works for virtually any transit system in the Tri-State area. No matter in what part of the city you live and work, you're covered. Use it for:

- ▶ MTA NYCT, Long Island Railroad, Metro-North Railroad, NJ Transit, PATH, and NY Waterway, to name a few...
- ▶ Paratransit and the MTA's Access-A-Ride program
- ▶ Parking at or near public transit to commute to work

Round-trip savings

Saving is simple. When you sign up, you receive a personal commuter account funded on a pre-tax basis through payroll deductions from your pay. Because the deductions reduce your payroll withholding taxes and provide you with tax-free funds to pay your expenses, you can save as much as 42% off the cost of your commute through the program.*

Hop on anytime – Sign up in minutes

It only takes a few minutes to enroll. For City employees to enroll in the Commuter Benefits Program, go to NYCAPS Employee Self Service at www.nyc.gov/ESS or contact your agency's TransitBenefit Coordinator. Department of Education (DoE) employees can enroll at the DoE **Web Employee Self Service/Web Payroll** application that can be accessed through the internet using your DoE Outlook email id and password at <https://payrollportal.nycboe.net>. You can also enroll by obtaining an enrollment form from the DoE website at <http://schools.nyc.gov>. DoE forms are mailed to the Department of Education, 65 Court Street, Room 1003, Brooklyn, NY 11201. City University of New York (CUNY) Community College employees may download an enrollment form from the CUNY website at www.cuny.edu/transitbenefit or contact your TransitBenefit Coordinator for processing and further information.

* For sample purposes only. Your individual savings may vary based on your location and tax situation.

Traveling companions: Your employer and WageWorks

This program is presented by the City of New York and administered by WageWorks – the nation's leading provider of consumer-directed savings and spending accounts.

WageWorks sets the standard for convenience and flexibility with easy access to your account, no-hassle payment options, comprehensive online tools, and expert support. Millions of employees nationwide enjoy the WageWorks advantage to save money and make smart choices about their commuter expenses.

See the back for a closer look at how you can save and how much ▶



Ready to sign up?

You can enroll at any time, so there's no reason to wait. Just go to www.nyc.gov/ESS or contact your agency's TransitBenefit Coordinator.

Go to www.getwageworks.com/nyc to learn more.

Savings, convenience, and flexibility

Save automatically, every month

The program works by setting aside a portion of your paycheck before taxes are deducted to pay for your qualified commuting expenses. Enroll by selecting your transit option and the exact amount you want to deduct from your pay each month for your commuting expenses.

Each pay date the City of New York deducts the money automatically. You see your savings in the form of reduced tax withholding. How much depends on your commuting expenses and your taxes. Check out the table on the right to figure your savings.

The program refills your debit card each month, or delivers your transit pass or ticket by mail each month, in time for the month they're valid. For parking, Pay My Parking lets you schedule monthly direct payments online to your provider.

What are my options?

The Commuter Benefits Program will give you three options and better ways to save.

- 1) If you prefer flexibility, choose the Commuter Card and you'll receive a commuter debit card in the mail that you can use to purchase passes and tickets at transit providers throughout the Tri-State area. This card is funded with your payroll deductions on each pay date.
- 2) If you want the convenience of home pass delivery, choose the Transit Pass plan, then log onto www.wageworks.com and select your transit option.
- 3) If you also pay to park your car at the train station or bus stop, select the Park-n-Ride plan and then go to www.wageworks.com to set up your exact parking option. For example, if you pay for a monthly permit for parking at your station or stop, you can sign up for direct payments to your parking provider.

Questions?

For more information about monthly participation and eligible expenses, please visit <http://getwageworks.com/nyc>. For City employees to enroll in the Commuter Benefits Program, go to NYCAPS Employee Self Service at www.nyc.gov/ESS or contact your agency's TransitBenefit Coordinator. Department of Education (DoE) employees can enroll at the DoE **Web Employee Self Service/Web Payroll** application that can be accessed through the internet using your DoE Outlook email id and password at <https://payrollportal.nycboe.net>. You can also enroll by obtaining an enrollment form from the DoE website at <http://schools.nyc.gov>. DoE forms are mailed to the Department of Education, 65 Court Street, Room 1003, Brooklyn, NY 11201. City University of New York (CUNY) Community College employees may download an enrollment form from the CUNY website at www.cuny.edu/transitbenefit or contact your TransitBenefit Coordinator for processing and further information. To talk to a trained expert who can help you take advantage of the program, call WageWorks Customer Service at 1-877-WageWorks (877-924-3967) Monday through Friday, from 8 a.m. to 8 p.m. Eastern Time.

Tax savings — see for yourself

Your savings works by lowering the income that's subject to federal income tax, FICA (Social Security/Medicare), state and local income taxes. Your individual savings depend on your commuting expenses and your tax situation, plus the monthly limits set by the IRS.

Bottom line: **Most people save between \$500 and \$1,900 a year.** Here's an example — try it yourself, or visit <http://getwageworks.com/nyc/savings> for an online calculator.

ESTIMATED ELIGIBLE EXPENSES	EXAMPLE	YOUR ESTIMATE
Public transit	\$125 [†]	
Parking at transit stop	\$240 [†]	
Total	= \$365	=
Total taxes (42%)*	x 0.42	x 0.42
Estimated savings per month**	= \$153	=
Estimated savings per year	= \$1,836	=

* Based on a marginal federal income tax of 25%, FICA (Social Security) tax of 5.65%, City income tax of 4.0%, and state income tax of 7.35%.

** Tax savings amounts are examples provided for illustrative purposes only. They are based on federal, state, and FICA (Social Security) taxes that you do not have to pay through payroll deductions on amounts used to fund your account. Your actual savings may vary depending on your marginal income tax rate, whether you pay state income taxes, and other factors. Some states do not recognize qualified transportation fringe benefits tax exclusions for this program.

† The monthly pre-tax transit limit is \$125 and parking limit is \$240 in 2012.