



IMPORTANT NEWS FOR CURRENT COMMUTER BENEFITS PROGRAM PARTICIPANTS NEW ELECTIONS ARE REQUIRED FOR SEPTEMBER!

Dear Commuter Benefit Plan Participant,

Effective July 1, 2012, online services for the Wisconsin Commuter Benefits Program offered through the Department of Employee Trust Funds will move to a new system supported by WageWorks, Inc ("WageWorks"). The following is important information regarding your account during this transition.

- Your parking and/or transit elections will not carry over from the old system to the new WageWorks system. This means that you will need to place a new order when the new system is activated.
- Orders and changes for the month of August must be made from June 11 through June 30 using the current system at www.myFBMC.com. If you already participate, and do not need to make changes for August, no action is required.
- No elections or changes can be made between July 1 and July 15.
- You must place a new order between July 16 and August 10 to have your parking and/or transit election effective on September 1. Log onto www.wageworks.com to make your election. After that, the election cycle will return to normal. Elections made on or before the 10th of the month will be effective the first of the following month.

Here are some highlights of the new program offered that may be more convenient for your specific commuting situation:

TRANSIT OPTIONS

- **Transit Passes**—You can order your specific transit pass from WageWorks, and WageWorks will mail your transit pass directly to your home. The ordering deadline for this plan is the 10th of each month for delivery by the 1st day of the following month (e.g. August 10th ordering deadline for September pass).
- **Transit Commuter Card** – WageWorks offers a reusable stored value card that can be used just like a debit card to purchase transit tickets/passes at transit authorities/stations that accept credit cards. This is a convenient option if you need additional flexibility about where and when you purchase your transit pass or fare media. This card is loaded with your monthly election on the 20th of the month prior to the benefit month.

PARKING OPTIONS

- **Parking Commuter Card** – It is a reusable stored value card that can be used to pay for parking expenses at parking garages and parking lots that accept credit cards. In general, your Commuter Card should work at merchants that are considered to be parking garages and lots by the VISA® card network (e.g., a parking company or parking operator, e.g., Acme Parking).
 - If your parking facility doesn't accept credit cards, you should use the *Pay My Parking* feature to pay monthly parking or the *Pay Me Back* feature for non-monthly parking.



- **Pay My Parking** – If you have a monthly parking arrangement, WageWorks can provide direct payment to your parking facility on your behalf. Just tell WageWorks how much you pay to park, provide your parking details, and they will take care of the rest.
- **Pay Me Back** – WageWorks offers a claim reimbursement option for Parking. You can pay out of pocket for your expenses each month and submit a claim to WageWorks for reimbursement up to the amount elected. **IMPORTANT: Please note that Pay Me Back does not apply to transit — this is available for parking only.**

HOW TO ENROLL

To participate in the Commuter Benefits Program, you must place a new order through WageWorks after the transition to the WageWorks system is complete.

Visit the WageWorks website at www.wageworks.com between July 16 and August 10, 2012, 10:59p.m. CT to place your Transit and/or Parking order for September.

You will receive your September transit pass and/or commuter card by the end of August.

PAYROLL DEDUCTIONS: Any amount over the IRS limit will be deducted on a post-tax basis. The IRS benefit limits for the 2012 calendar year are \$240 for parking and \$125 for transit. **Your payroll deduction (pre/post tax) will be taken on the first available payroll after your election.**

IMPORTANT CLAIM FILING INFORMATION

If you are currently enrolled in Commuter Benefits and have a balance remaining in your myFBMC account, you must file a claim at www.myFBMC.com by **October 19, 2012** to be reimbursed for any eligible expenses that were incurred through August 30, 2012. If your account balance has not been claimed by **October 19, 2012**, the balance will be converted to a Commuter Credit and applied to your 2012 WageWorks account. Credits will automatically reduce future pre-tax payroll deductions for future Commuter order(s). Any balances remaining in the account after **October 19, 2012** will be transferred to WageWorks by November 10th and applied to your December election.

FIND OUT MORE INFORMATION

After July 1, 2012, you will receive a Commuter Quick Start Guide containing information on how to access your WageWorks Commuter account information. If you have any questions about your account during the transition period, please call Customer Care toll-free at 1-800-342-8017.