

Transit Benefit Election Form



I elect to receive an **RTA Prepaid MasterCard** each month.



I wish to load my **Ventra** account each month.

My Ventra Transit ID number (12 digits) is: _____
(only needed for new enrollments). This is NOT THE SAME AS YOUR VENTRA CARD NUMBER. Login to Ventra online to find your transit ID number. Your Transit ID will begin with the numbers 11.



I wish to load my **Pace Vanpool** account each month.

My Pace Vanpool account number
 (4-5 digits) is: _____
 (Required)

This form must be received by the 5th of the month in order to take effect in the current month. All forms received after the 5th will take effect the following month.

I authorize a monthly deduction from my paycheck in the amount indicated in UKG system. I understand that:

- All amounts up to IRS limit will be deducted on a pre-tax basis and any amount over will not be deducted on my paycheck.
- I will not be permitted to exchange or return transit benefits or receive a refund at any time.
- Carrying a positive balance in my RTA Prepaid MasterCard or Vanpool account is not advised and done at my own risk.

 Print Name

 Moody Campus ID #

 Employee Signature

 Date

Office Use Only First/Last Payroll Deduction: _____ First/Last Transit Month: _____
 Entered HCM: _____ Entered Ventra/RTA: _____