



Commuter Benefits Payroll Deduction Worksheet – Parking

Please complete and submit this worksheet to your employer. This is an internal document used by your employer for data collection purposes. Worksheets returned to WEX Health, Inc. can't be processed.

*=Required Fields

Effective Date

Step 1: Participant Information

*Employer Name (Don't abbreviate)

*Participant Name (First, MI, Last)

*Social Security Number

*Day Telephone

*Hire Date (mm/dd/yyyy)

*Date of Birth (mm/dd/yyyy)

*Address

*City

*State

*Zip

Step 2: Contribution Information

Visit www.wexinc.com to verify the IRS monthly maximum for pre-tax contributions for Parking.

I elect a Parking monthly contribution of:

\$

Note: This amount can be changed from month to month.

Please check one:

Recurring Payroll Deductions: My payroll deductions will remain the same each month and I would like the same amount to be deducted each payroll through the end of the plan year.

Payroll Deductions Will Change: My payroll deductions will vary each month. I agree to notify my employer each month with my election amount.

I decline to elect Parking benefits.

Step 3: Participant Authorization

By signing this form, I authorize my employer to deduct the elected amount from my pay on each pay date. I hereby consent that all personal information and selections made are correct.

*Participant Signature

*Date

By the below signature, I hereby consent to waive election of Parking benefits.

*Participant Signature

*Date

Please send the completed form to HR Department by inter-office mail, fax (973-761-9007) or email (benefits@shu.edu) by the 15th of the month in order for the change to be made in that month.