



How to Update Commuter Enrollment

Updating a Commuter Benefit Election Amount

HOW DO I UPDATE MY ELECTION AMOUNT?

Once you are on the Flexible spending and reimbursement accounts summary page, select any commuter benefit you are enrolled in by selecting the benefit name (red arrow).

2020

2021

2022

Display protected health information ☒

Limited purpose flexible spending account (LPFSA)
Coverage amount: \$2,750.00

\$2,750.00

Dependent care
Coverage amount: \$2,500.00

\$1,650.00

Commuter pre-tax parking

Eligible

Commuter pre-tax transit

\$270.00

Health savings account (HSA)
Cash available: \$2,950.00
Invested balance: \$200.00
Total account balance: \$3,150.00

\$2950.00
Cash available

Recent activity
(Last 30 days)

Date	Account type	Description	Amount
02/01/2021	Dependent care	NORMAL DISTR PARTIAL - CHK #499232	-400.00
01/27/2021	Health savings account (HSA)	PARTIC CONTR CURRENT YR PARTICIPANT CLUR YR (Cash)	+100.00
01/22/2021	Limited purpose flexible spending account (LPFSA)	PARTIC CONTR CURRENT YR PARTICIPANT CLUR YR (Cash)	+114.58
01/22/2021	Dependent care	PARTIC CONTR CURRENT YR PARTICIPANT CLUR YR (Cash)	+104.17
01/22/2021	Commuter pre-tax transit	PARTIC CONTR CURRENT YR PARTICIPANT CLUR YR (Cash)	+135.00
01/15/2021	Health savings account (HSA)	NORMAL DISTR PARTIAL CVS/PHARMACY #011521 BOSTON MA (Cash)	-47.32
01/15/2021	Health savings account (HSA)	NORMAL DISTR PARTIAL FAMILY DENTAL FRAMINGHAM	-20.00
01/13/2021	Health savings account (HSA)	PARTIC CONTR CURRENT YR PARTICIPANT CLUR YR (Cash)	+100.00
01/13/2021	Health savings account (HSA)	CO CONTR CURRENT YR EMPLOYER CLUR YR (Cash)	+1,000.00
01/08/2021	Limited purpose flexible spending account (LPFSA)	PARTIC CONTR CURRENT YR PARTICIPANT CLUR YR (Cash)	+114.58

View all HSA transactions

View all other reimbursement transactions

Need more help?

Request an additional
NetBenefits AccessCard®

Call an account specialist at
833-299-5089

In the event that the content of this application or any oral representations made by any person regarding the Plan(s) conflict with or are inconsistent with the provisions of the Plan document(s), the provisions of the Plan document(s) are controlling.

The information presented in this website is not intended to create, nor is it to be construed to create, a contract between you and your employer. In the event that the content of this website or any oral representations made by any person regarding the Plan conflict with or are inconsistent with the provisions of the Plan document, the provisions of the Plan document are controlling. The employer reserves the right to amend, modify, suspend, replace, or terminate any of its Plans, policies or programs, in whole or in part, including any level or form of coverage, at any time.

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Please be aware of any employer commuter benefit information specific to your account in the banner area (red arrow).

Contact Us | (0) Logout

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Home Accounts Tools & Support Message Center **18**

I Want To:

[File A Claim](#) [Manage My Expenses](#)

Commuter benefit enrollments and/or updates to existing elections must be completed by the 15th of the month to be effective the following month.

[Important Commuter Benefit Update](#) [How to Update My Enrollment](#)

Under the Accounts tab, select on “[Account Summary](#)”

Home **Accounts** Tools & Support Message Center **10**

ACCOUNTS **PROFILE** **I WANT TO**

[Account Summary](#) [Profile Summary](#) [File A Claim](#)

[Account Activity](#) [Banking](#) [Manage My Expenses](#)

[Expenses](#) [Payment Method](#) [Enroll in Commuter](#)

[Claims](#) [Login Information](#)

[Payments](#)

[Statements](#)

Expand the Account details by selecting the “+” symbol. Then select the “[Update Election](#)” link.

Accounts / Account Summary

The information displayed on the Account Summary page will vary depending upon your specific benefits.

2020

ACCOUNT	ELIGIBLE AMOUNT	SUBMITTED CLAIMS	PAID	PENDING	DENIED	AVAILABLE BALANCE
+ Medical Flexible Spending Account...	\$2,000.00	\$200.00	\$30.00	\$0.00	\$170.00	\$1,970.00

0020

ACCOUNT	ELIGIBLE AMOUNT	SUBMITTED CLAIMS	PAID	PENDING	DENIED	AVAILABLE BALANCE
- Transit 2020	\$450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00

Election Details

Effective: 7/1/2020
My Monthly Election: \$75.00

My Contributions to Date: \$75.00
Plan Year Balance: -

[Update Election](#)

Enter the new election amount and select the month you'd like the new election to be effective.

Update Election

New Election Amount *

\$

/per month

What month would you like the update to be effective? *

Select a month and year...
Select a month and year...
July 2020
August 2020
September 2020
October 2020
November 2020
December 2020

New Effective Date

Updates to your election will be effective on

er.

Cancel

Submit

Hover over the question mark next to New Effective Date and this message appears:

Update Election

*Required

New Election Amount *

\$

/per month

What month would you like the update to be effective? *

Select a month and year...

New Effective Date

If the current month is selected, the new effective date will be today. If a future month is selected, the new effective date will be the first day of the selected month.

Updates to your election will be communicated to your employer.

Cancel

Submit

WHY AM I UNABLE TO UPDATE MY ELECTION?

You may encounter a situation in which you can't update your election online.

Transit 2020

-

\$0.00

\$0.00

\$0.00

\$0.00

\$525.00

Election Details

Effective: 8/1/2020

My Monthly Election: \$150.00

My Contributions to Date: \$525.00

Plan Year Balance: -

Effective: 1/1/2020

My Monthly Election: \$75.00

My Contributions to Date: -

Plan Year Balance: -

Update Election

Grayed out and not clickable

** You cannot update your election at this time

In the following example, the new election amount has an effective date that is set for a future date. This screenshot was taken on 7/30/20. Since the new effective date is 8/1/20, you will need to wait until 8/1/2020 to update your election online.

ACCOUNT	ELIGIBLE AMOUNT	SUBMITTED CLAIMS	PAID	PENDING	DENIED	AVAILABLE BALANCE
⊖ Transit 2020	-	\$0.00	\$0.00	\$0.00	\$0.00	\$525.00
Effective: 8/1/2020 My Monthly Election: \$150.00 Effective: 1/1/2020 My Monthly Election: \$75.00 My Contributions to Date: \$525.00 Plan Year Balance: - My Contributions to Date: - Plan Year Balance: - Update Election Current Election New election with future effective date ** For reference, this screenshot was taken on 7/30/2020						
Effective: 8/1/2020 My Monthly Election: \$150.00 Effective: 1/1/2020 My Monthly Election: \$75.00 My Contributions to Date: \$525.00 Plan Year Balance: - My Contributions to Date: - Plan Year Balance: - Update Election Current Election New election with future effective date ** For reference, this screenshot was taken on 7/30/2020						
Effective: 8/1/2020 My Monthly Election: \$150.00 Effective: 1/1/2020 My Monthly Election: \$75.00 My Contributions to Date: \$525.00 Plan Year Balance: - My Contributions to Date: - Plan Year Balance: - Update Election Current Election New election with future effective date ** For reference, this screenshot was taken on 7/30/2020						

ELECTIONS AND SPENDING

The Internal Revenue Service (IRS) sets maximum monthly pre-tax deduction, and it is typically adjusted annually; these limits reflect the maximum monthly limit that may be excluded from an employee's income for qualified commuter benefits.

- Unused amounts can be carried over
- Funds are available based on your payroll deduction cycle.
- The employee can track account activity on [NetBenefits](#)
- Call the Fidelity Flexible Spending and Reimbursement Accounts Services line if you have questions, 833-299-5089

HOW THE NETBENEFITS COMMUTERCARD® WORKS WITH COMMUTER BENEFITS

The NetBenefits CommuterCard® maintains separate accounts or “purses” of pre- and post-tax money for parking and transit directing the card transaction to the appropriate purse based on the Merchant Category Code (MCC) at the point of sale. The card cannot be used at alternative outlets, such as restaurants and grocery stores.

The amount of available funds on the card must cover the entire mass transit or parking expense or the transaction will be declined. You may split the cost by swiping your card for the exact available amount and then pay for the remaining amount with an alternate form of payment.

The NetBenefits CommuterCard® can be used for mass transit passes, tokens or fare cards purchased at a valid transit fare terminal with a valid transit election. The card helps with parking expenses for any type of vehicle at or near your work location or at or near a location from which you commute using mass transit.

