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OFFICE OF PAYROLL ADMINISTRATION

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FAQ

MTA HOLIDAY BONUS FARES

FOR TRANSITBENEFIT TRANSPORTATION SPENDING ACCOUNT (TSA CARD) PARTICIPANTS

Q: I am enrolled in the Transportation Spending Account (TSA Card) program, how will I benefit from the MTA Holiday Bonus Fares?

A: As a TSA Card participant you will be able to take full advantage of the majority of the Bonus fares offered by the MTA during the Holiday Season. MetroCards purchased with your TSA Card will be automatically encoded with the applicable bonus.

Q: When will the MTA Holiday Bonus Fares be in effect?

A: The MTA Holiday Bonus Fares will be in effect from Thanksgiving Day, 11/24/05, through 01/02/06.

Q: What types of MetroCards will be available?

A: All information on Holiday Bonus Fares from the MTA is available at the MTA website: www.MTA.info.

Q: I am enrolled in the Occasional Rider TSA Card Plan, what type of bonus will I receive?

A: If you purchase Pay-Per-Ride MetroCards for use on subways and local buses you will pay half fare, \$1.00 per ride, every weekend from 11/24/05 through 01/02/06, and weekdays from 12/26/05 through 12/30/05.

Q: I am enrolled in the Monthly Unlimited TSA Card Plan, what type of bonus will I receive?

A: If you purchase a 30-Day Unlimited-Ride MetroCard costing \$76.00 and start using your card anytime from 11/24/05 through 01/02/06, you will receive 4 bonus days.

Q: I am enrolled in the Weekly Trip TSA Card Plan, what type of bonus will I receive?

A: If you purchase Pay-Per-Ride MetroCards for use on subways and local buses, you will pay half fare, \$1.00 per ride, every weekend from 11/24/05 through 01/02/06, and weekdays from 12/26/05 through 12/30/05.

If you purchase 7-Day Unlimited-Ride MetroCard costing \$24.00 and start using your card anytime from 11/24/05 through 01/02/06, you will receive 1 bonus day.

Q: I am enrolled in the Express Bus Rider TSA Card Plan, what type of bonus will I receive?

A: If you purchase 7-Day Unlimited-Ride Express Bus Plus MetroCard costing \$41.00 and start using your card anytime from 11/24/05 through 01/02/06, you will receive 1 bonus day.

Q: Will I be able to withdraw cash to purchase MetroCards?

A: No. You will not be able to withdraw cash to purchase MetroCards. The Terms and Conditions of the TSA Card program will remain in effect and are posted on the Office of Payroll Administration website: www.NYC.gov/payroll.

Q: Can I purchase the 40-Day Special Holiday Unlimited MetroCard?

A: No. The 40-Day Special Holiday Unlimited MetroCard costing \$76.00, will only be available for cash purchase at station booths.

Q: Why don't I get the \$10.00 Bonus Card that Premium Card participants will receive?

A: The TSA Card offers more flexibility and the opportunity for receiving a higher bonus. You will benefit from the bonus by using the MetroCards purchased with the TSA Card to receive the benefits of the MTA Holiday Bonus Fare Period.

Q: How can I change my TSA Card deduction from my pay?

A: You may change your TSA Card deduction plan to increase or decrease your transportation deductions to meet your NYCT transportation requirements.

To change your deduction, complete a *TSA Card application* and select the CHANGE DEDUCTION PLAN option and choose your new deduction plan. Submit your change to your Agency TransitBenefit Coordinator.

If you are a qualifying Department of Education employee, who receives July and August summer vacation pay, you can even change to a plan that automatically will skip your summer transportation deductions.

Q: My TSA Card balance is too high as a result of the Holiday Bonus Program, what can I do?

A: If your TSA Card balance exceeds your current transportation needs you can request to suspend the TSA Card deduction until a future pay date of your choice. Your enrollment in the program will not be terminated and you will be able to continue making MetroCard purchases at MTA MetroCard Vending Machines.

Q: How can I suspend my TSA Card deductions from my pay?

A: Select the SUSPEND DEDUCTION PLAN option on the *TSA Card application* and indicate the pay day on which you want to skip your transportation deductions and the pay day on which you want your transportation deduction to start again. Submit your completed *TSA Card application* to your Agency TransitBenefit Coordinator at least two weeks in advance of the pay day on which you want to skip your transportation deduction. The administrative fee deduction will continue while your TSA Card deductions are suspended and your TSA Card will remain active.

Q: How do I enroll in the TSA Card program?

A: Submit a completed *TSA Card application* to your Agency TransitBenefit Coordinator.

If you are an employee of the Department of Education (DoE), submit a completed *TSA Card application* by mail to NYC Department of Education, 65 Court Street, Room 1003, Brooklyn, NY 11201.

Q: Who can I contact if I have additional questions?

A: Please contact the OPA TransitBenefit Unit by mail at the Office of Payroll Administration, TransitBenefit Unit, 1 Centre Street, Room 200N, New York, NY 10007 or by telephone at the OPA Service Line 212-669-8555.

For enrollments, changes of address, deduction plan changes, or suspensions please contact your agency TransitBenefit Coordinator.