



INSTITUTE FOR
ADVANCED STUDY

Commuter Benefits Plan 2020 Election and Salary Reduction Agreements

I wish to participate in the Commuter Benefits plan organized by the Institute for Advanced Study and administered by CBIZ Flex. The IRS places limitations on the amount that can be withheld on a pre-tax basis. In 2020, the limits are \$270.00 per month to reimburse for parking which enables me to take mass transit and \$270.00 per month for a monthly mass transit pass. Additional amounts needed for parking or transit passes can be withheld on a post-tax basis.

I authorize the Institute to withhold **monthly** from my paycheck an amount equal to:

\$ _____ per month pre-tax to pay for parking which allows me to take mass transit.

\$ _____ per month post-tax to pay for parking which allows me to take mass transit.

\$ _____ per month pre-tax to pay for a monthly transit pass.

\$ _____ per month post-tax to pay for a monthly transit pass.

These payroll deductions will begin immediately and will continue until I notify the Institute in writing, at least 30 days in advance, that I wish to discontinue my participation in this plan. To make changes to your salary deductions, send an email to hr@ias.edu at least 5 days prior to the 1st of the month.

Print Name

Signature

Date