

PARKING ELECTION CHANGE PROCESS CALENDAR

07/01/21-06/30/22 Plan Year

Benefit Month	Requests Received by Benefit Strategies	Payroll Process Date	Paycheck Date	Funds Credited To Debit Card
July 2021	Weds. 06/16/21	06/22/21	06/25/21	06/20/21
August 2021	Weds. 07/14/21	07/20/21	07/23/21	07/20/21
September 2021	Weds. 08/25/21	08/31/21	09/03/21	08/20/21
October 2021	Weds. 09/22/21	09/28/21	10/01/21	09/20/21
November 2021	Weds. 10/20/21	10/26/21	10/29/21	10/20/21
December 2021	Weds. 11/17/21	11/23/21	11/26/21	11/20/21
January 2022	Weds. 12/15/21	12/21/21	12/23/21	12/20/21
February 2022	Weds. 01/12/22	01/18/22	01/21/22	01/20/22
March 2022	Weds. 02/23/22	03/01/22	03/04/22	02/20/22
April 2022	Weds. 03/23/22	03/29/22	04/01/22	03/20/22
May 2022	Weds. 04/20/22	04/26/22	04/29/22	04/20/22
June 2022	Weds. 05/18/22	05/24/22	05/27/22	05/20/22

IMPORTANT The PARKING benefit is pre-funded on the 20th of each month based on the prior month's election amount. In the event the above **deadline** to submit your online form is actually on or after the 20th of the month, and the PAYROLL check date is later -we will make the appropriate changes after we receive the actual PAYROLL file from the Comptroller Office.

*For example: Your September 2021 deduction amount is \$325. Based on that previous amount, your account will be pre-funded with \$325 for October. **BUT** if you submitted an updated election amount for the October benefit month that pre-funded amount will be adjusted accordingly.*

BE AWARE Confirm the deduction amount on your paystub -as this amount will be what is sent on the PAYROLL file and will be loaded to the account. **IF** an adjustment is done in the negative - you will be requested to make a repayment back to Benefit Strategies if you used more than your PAYROLL deduction.