

GoNavia Transit Benefit

The GoNavia Transit Benefit allows employees who commute to and from work to receive pre-tax funds to pay for their work-related mass transit expenses. Eligible expenses include:

- **Transit passes**
- **Ticket books**
- **Fare cards**

How it works:

Simply log in at the Navia website (www.naviabenefits.com), select the "GoNavia Commuter Benefits" link follow the prompts to place your monthly order.

Your transit order will be loaded onto your Navia Benefits Card before the start of the benefit month. The card may be used at any transit vendor that accepts MasterCard™. The Navia Benefits Card will be mailed to you with your first order. Future orders will be loaded onto the same debit card. Any unused funds may be used in subsequent months.

You may be able to load your smartcard directly through Navia's order platform. Navia's website will present the available transit options to you based on your home address. If you selected to load your transit agency pass/card, your order should be available by the beginning of the order month.

All orders and changes must be completed by 11:59 pm PST on the 1st day of the month prior to the month you would like to receive your benefit. For example, if you are planning on utilizing the benefit for the month of February, you would need to place your order by January 1st.

If you have placed a recurring order, you will receive a friendly email each month to remind you to check your order settings and make changes as necessary before your order deadline.

Here are some FAQ's about the benefit:

Q: Is there a cost to enroll?

A: Yes, the cost is \$3.00 for each month that you place an order to use the benefit. This fee will be deducted from payroll. You will not be charged for months that you do not place an order.

Q: Can I reload my transit smart card?

A: Navia's website will present available transit options to you based on your home address. If you do not see your transit agency as an option, you can reload your smart card by using the Navia Benefits Card as your funding source. Be sure to verify any specific timing requirements or additional processing fees that may be associated with your particular smart card.

Q: What happens to the transit balance on my Navia Benefits Card at the end of the benefit month?

A: The balance will roll over from month-to-month as long as you are an active employee and remain eligible for this benefit. Keep in mind that these funds may only be used to pay for transit related expenses. They may not be used to pay for expenses covered by another benefit. Upon termination, your Navia Benefits Card will be shut off and any unused balance on the cards will be forfeited.

Still have questions on how the GoNavia Transit Benefit works?

Visit Us Online

www.naviabenefits.com

Call Us

(800) 669-3539

Monday – Friday (5AM – 5PM PST)

Email Us

customerservice@naviabenefits.com



GoNavia Parking Benefit

The GoNavia Parking Benefit allows employees who commute to and from work to utilize pre-tax funds to pay for their work-related parking expenses. Eligible expenses include:

- **Parking costs associated with a lot at or near the place of business.**
- **Parking costs from a lot that is at or near the place of commute (i.e. rideshare, carpool)**

How it works:

Simply log in at the Navia website (www.naviabenefits.com), select the "GoNavia Commuter Benefits" link, and follow the prompts to place your monthly order.

Your parking order will be loaded onto your Navia Benefits Card before the start of the order month. The card may be used at any parking vendor that accepts MasterCard™. The Navia Benefits Card will be mailed to you with your first order. Future orders will be loaded onto the same card. Any unused funds may be used in subsequent months.

If you selected the "Pay Me Directly" option while ordering, a paper check will be mailed to you. If you elected direct deposit with Navia, a deposit will be initiated to your designated account instead.

All orders and changes must be completed by 11:59 pm PST on the 1st day of the month prior to the month you would like to receive your benefit. For example, if you are planning on utilizing the benefit for the month of February, you would need to place your order by January 1st.

If you have placed a recurring order, you will receive a friendly email each month to remind you to check your order settings and make changes as necessary before your order deadline.

Here are some FAQ'S about the program:

Q: Is there a cost to enroll?

A: Yes, the cost is \$3.00 for each month that you place an order to use the benefit. This fee will be deducted from payroll. You will not be charged for months that you do not place an order.

Q: Do I have to log in to place my order each month?

A: No. The GoNavia Benefit allows you to place a one-time order or to set your order to recur for the months of your choice. If you have selected recurring orders, you will receive a friendly email each month to remind you to check your order settings and make changes as necessary before your order deadline.

Q: What happens to the parking balance on my Navia Benefits Card at the end of the benefit month?

A: The balance will roll over from month-to-month as long as you are an active employee and remain eligible for this benefit. Keep in mind that these funds may only be used to pay for parking related expenses. They may not be used to pay for expenses covered by another benefit. Upon termination, your Navia Benefits Card will be shut off and any unused balance on the cards will be forfeited.

Still have questions on how the GoNavia Parking Benefit works?

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