



Employees enrolled in the Commuter Benefits program, in any plan except for the Annual Transit Card¹, who are temporarily working from home and don't anticipate using the funds in their Commuter Account can opt to suspend their payroll deductions and transit product orders.

Transit product orders must be suspended directly with Edenred Commuter Benefit Solutions (Edenred) or with the Transit Provider as follows:

Commuter Plan	How to Suspend the Transit Product Order
Commuter Card (All Plans)	Contact the transit provider directly (i.e. MTA Metro North Rail Road, Long Island Rail Road, MTA EasyPay Express, NJ Transit, etc.)
Transit Pass and Access-A-Ride	Online at www.commuterbenefitsnyc.com or via telephone at (833) 584-8109 (Monday – Friday 8 AM to 8 PM)
Park-N-Ride	Online at www.commuterbenefitsnyc.com or via telephone at (833) 584-8109 (Monday – Friday 8 AM to 8 PM)

Employees can suspend their Commuter Benefits plan payroll deductions as follows:

City of New York employees via NYCAPS Employee Self Service www.nyc.gov/ess.

For more detailed Commuter Benefits information visit www.commuterbenefitsnyc.com.

¹Annual Transit Cards cannot be suspended. Employees wishing to suspend the Annual Transit Card may change to a different commuter plan or cancel their enrollment.