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[www.pagroup.us](http://www.pagroup.us)

### Qualified Transportation Accounts (Section 132 Plans)

Employer Name \_\_\_\_\_

Address \_\_\_\_\_

City State Zip \_\_\_\_\_

Contact Name \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Plan Start Date \_\_\_\_\_

Employer Tax ID # \_\_\_\_\_ Type of Entity (S-Corp, Corp, LLC, Non Profit etc) \_\_\_\_\_

#### Plan Options (check all that apply)

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Transit Passes/<br>Vanpooling<br>2015 Limit \$130 | <input type="checkbox"/> Qualified Parking<br>Expense<br>2015 Limit \$250 | <input type="checkbox"/> Bicycling<br>Commuter<br>ER Paid Only (\$20) |
|--|---|---|

Will the employer contribute to above plans? And if so, indicate the annual amount by category:

\_\_\_\_\_

Qualified reimbursements can be made on a 'per paycycle or "as submitted" basis. The employer is to forward a payroll deduction report that shows the contribution by participant each pay period. PayPro Administrators will reconcile to payroll and obtain the funds from the Employer Bank Account, and process reimbursements as funds are available. If payroll reports are not provided, the client can have PayPro process without employer substantiation, making the employer responsible for verifying the amounts deducted match those on TPA reports. TPA has no responsibility for the deduction amounts being reconciled to payroll reports unless PayPro Administrators receives a payroll report to reconcile to. Reimbursements via direct deposit or check available, however, direct deposit is highly recommended.

**Fees: Documents \$ \_\_\_\_\_ Per Participant Per Month \$ \_\_\_\_\_ (paid by Employer or Employee)**

Please have an authorized representative of \_\_\_\_\_ Sign, date, and return the application.  
Client name

\_\_\_\_\_  
 Name & Title Signature Date

Return completed form, along with ACH Authorization. Documents shall be provided to client upon completion.  
 Email to [sales@pagroup.us](mailto:sales@pagroup.us), or fax to 951-656-9276 Attn: Sales