



How to use Edenred commuter benefits

Adobe's Commute Alternatives Program helps employees find alternative transportation to and from work that is convenient, affordable and sustainable.

The commute program provides all employees with a \$150/month subsidy for transit/vanpooling and transit parking, or a \$20/month subsidy for biking. Employees are eligible for one type of subsidy per month. Please keep in mind that the \$150 subsidy is for transit/vanpooling and transit parking combined. You may divide the \$150 between each of these modes however you choose.

- The commuter dollars provided by Adobe are provided free of any payroll implications and are in no way linked to your paycheck. It is provided for you to use as needed.
- The commuter dollars count toward the IRS' monthly pre-tax commuter benefits cap of \$315 for transit and \$315 for parking. Only orders that exceed Adobe's \$150 subsidy will be deducted pre-tax from your payroll, up to the respective \$315 monthly caps. Amounts exceeding the \$315 monthly caps will require payment via personal credit card.
- For example: a monthly order of \$315 will be broken down as: \$150 subsidized by Adobe, \$165 deducted pre-tax from payroll.

Contents

Getting Started	1
Selecting Commute Methods	2
Making Your Commuter Choice	3
Selecting the Amount	3
Placing Your Order	4
Editing Your Order	6

Getting Started

To get started with your Edenred account:

1. Go to login.commuterbenefits.com to sign up for your account
2. Enter 1100 when prompted for company ID
3. Enter your First Name, Last Name, and Zip Code
4. Create a Username and Password

Once logged in, go to 'Place an Order' on the left side.

Commuter Benefits Ederred

Our customers are our top priority. See our [COVID-19 updates and policies](#).

My Dashboard

Place an Order

My Account ▶

Card Management

Reimbursement ▶

Support ▶

Notifications

Welcome to Your Commuter Benefits Dashboard

! Sometimes Transit Authorities increase their fares. We recommend adding a backup credit card so your monthly order is covered in case it exceeds the pre-tax limit. Please add one to your Profile.

July Order Deadline
June 10 at 11:59PM Eastern

Monthly Subsidy
Your company will help pay for your commute.
[More Details >](#)

Order History
View and manage your past orders.
[More Details >](#)

Selecting Commute Methods

Select the commute method(s) that you use most frequently and enter your home & work zip codes.

1 Your Commute 2 Choose Product 3 Check Out

How do you commute to work each day?

Select a commuting method below to get started. You can add additional products before checkout.

Train
Use for all train, subway, commuter rail and trolley services.

Bus
Choose a prepaid card or a pass from your local transit authority.

Vanpool
A great option with vans that hold 5 to 15 commuters.

Ferry
Avoid traffic while taking in some scenery.

Parking
Includes prepaid cards, direct pay, vouchers and cash reimbursement.

Biking
Includes bike equipment and repairs at bike shops.

1 Your Commute 2 Choose Product 3 Check Out

[Back to commuting methods](#)

Enter your home and work ZIP Codes.

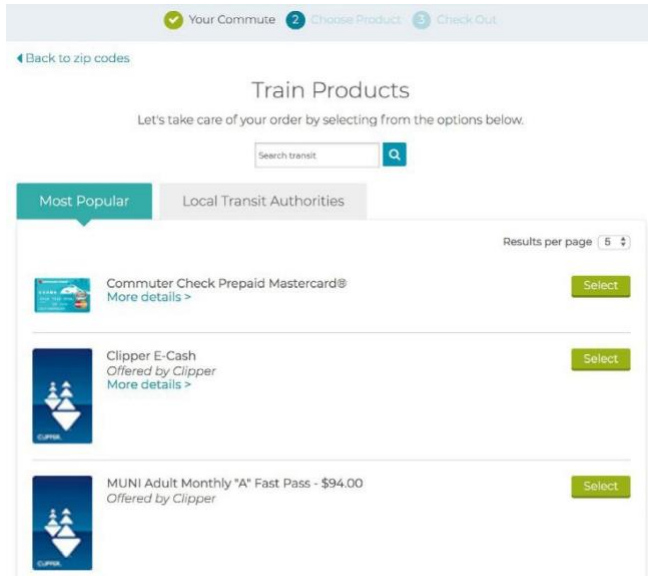
HOME 94103

WORK 95110

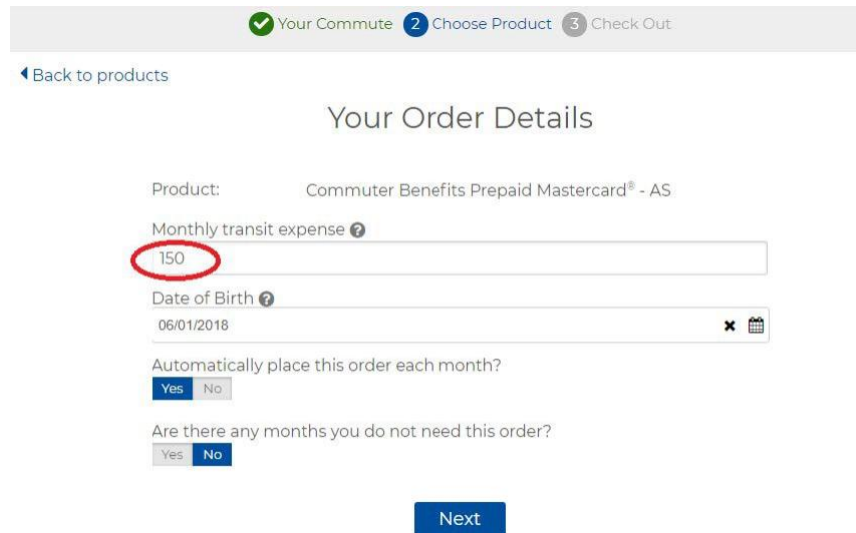
Next

Making Your Commute Choice

For Public Transit or Vanpool:



Choose to receive a Edenred MasterCard that can be used towards all public transit / vanpool (**recommended if using for multiple modes*), select to have the funds applied directly to your transit card (e.g. Clipper), or add a monthly pass to your transit card.



Selecting the Amount

The first \$150 of your order is completely subsidized by Adobe. To take advantage of the full subsidy amount only, enter 150 under the monthly transit expense. Any amount between \$150 and up to \$315 (the monthly transit and vanpool pre-tax cap set by the IRS) will be automatically deducted pre-tax from your paycheck. Any amount greater than \$315 will require payment via credit card.

For example, a monthly transit order of \$315 will be broken down as: \$150 subsidized by Adobe, \$165 deducted pre-tax from payroll.

Placing Your Order

Your order is ready to check out! Once checked out, this will appear as a pending order on your dashboard until the 10th of the month. You may edit or delete your order while it is pending. All orders for a given month must be placed by the 10th of the prior month to be processed in time for the first of the following month.

1 Your Commute 2 Choose Product 3 Check Out

Your Cart

Transit Products					
Product	Qty	Recurring	Opt-Out	Cost	
Commuter Benefits Prepaid Mastercard® - AS	1	Yes	None	\$150.00	Edit Delete

[Proceed to Checkout](#)

For Transit Parking:

**If you are ordering parking in addition to transit/vanpool, select the parking icon below your transit product order before proceeding to checkout.*


1 Your Commute 2 Choose Product 3 Check Out

Your Cart

Transit Products					
Product	Qty	Recurring	Opt-Out	Cost	
Commuter Benefits Prepaid Mastercard® - AS	1	Yes	None	\$150.00	Edit Delete

[Proceed to Checkout](#)

Or continue ordering from the products below.



Parking
Includes prepaid cards, direct pay, vouchers and cash reimbursement.

To get started with your transit parking order, select your preferred method of parking and payment. Then follow the prompts to order your desired payment option.

◀ Back to ZIP Codes

Tell us about your parking habits

I park at a meter

I have an account with a provider

I pay with a debit/credit card

I pay cash for parking

I park at caltrain

If ordering the Edenred Prepaid MasterCard option:

◀ Back to parking habits

Here are your best options.

 **Commuter Check Prepaid Mastercard®** Select

A reloadable prepaid card that can only be used for qualified parking expenses where Debit Mastercard®, Maestro® cards and NYCE® cards are accepted. [More details >](#)

◀ Back to products

Your Order Details

Monthly parking expense ?

Date of Birth ?

Automatically place this order each month?
 Yes No

Are there any months you do not need this order?
 Yes No

Next

The first \$150 of your order is completely subsidized by Adobe. To take advantage of the full subsidy amount only, enter '150' under the monthly parking expense. Any amount between \$150 and up to \$315 (the monthly parking pre-tax cap set by the IRS) will be automatically deducted pre-tax from your paycheck. Any amount greater than \$315 will require payment via credit card.

*Please keep in mind that if you have already placed a transit order, the \$150 subsidy counts towards that order first. Any leftover amount from the subsidy will go towards transit parking next. The IRS allows up to \$315 a month in pre-tax salary to be used for transit/vanpool and \$315 a month in pre-tax for transit parking. That combines to a total of \$630 in pre-tax funds that can be used for both transit/vanpool and transit parking. Adobe only subsidizes the first \$150 of these pre-tax funds.

For example, a monthly transit parking order of \$315 will be broken down as: \$150 subsidized by Adobe, \$165 deducted pre-tax from payroll.

*If a monthly transit/vanpool order of \$150 has already been placed, and a monthly transit parking order of \$315 is placed, the breakdown will be: \$150 for transit/vanpool subsidized by Adobe, \$315 for transit parking deducted pre-tax from payroll.

Editing Your Order

From your benefits Dashboard, click Options and select the appropriate action to opt-out, or delete your current order.

The screenshot displays the Adobe benefits dashboard interface. At the top, there are two tabs: 'May Order' and 'June Order', with 'June Order' being the active tab. Below the tabs, the total cost is shown as '\$0.00' with a 'View Details' link. The main content area is titled 'Public & Shared Transportation' and lists the following details: Product: 'Commuter Benefits Prepaid Mastercard® - AS (1457)', Amount: '\$150.00', and Recurring: 'Yes'. A red arrow points to the 'Options' dropdown menu, which is open to show 'Opt-Out Options' and 'Delete Order'. A note indicates the order will be finalized on May 10, 2023.

Please visit benefits.adobe.com for more information, or contact commute@adobe.com for any assistance with the Edenred program.