

PARKING & TRANSIT CLAIM FORM



**A. ACCOUNT HOLDER INFORMATION -- COMPLETE FOR ALL CLAIMS (PLEASE PRINT CLEARLY)**

Employer Name:				This claim applies to the plan year ending on:
Employee Name:	Last:	First:	Middle Initial:	
Mailing Address:	Street:	City:	State:	Zip:
Social Security Number or Employee ID:				E-Mail:

**REMINDER: As of January 1, 2016, Pre-Tax Transit Maximum Reimbursement and Pre-Tax Parking Maximum Reimbursement per month is \$255.00.**  
**\*\*To prevent any delays in processing your claim(s), Please request your claim(s) month by month.\*\***

**B. TRANSIT REIMBURSEMENT --- Please submit claim(s) month by month.**

Date of Service (example: 01/01/14 to 01/31/14) From   To	Service Provider (Example: Clipper, Bart, Muni)	Amount of Claim
		\$
		\$
		\$
		\$
		\$
		\$
<b>Total Amount</b>		\$

**C. PARKING REIMBURSEMENT -- Please submit claim(s) month by month.**

Date of Service (example: 01/01/14 to 01/31/14) From   To	Service Provider (Example: Clipper, Bart, Muni)	Amount of Claim
		\$
		\$
		\$
		\$
		\$
		\$
<b>Total Amount</b>		\$

**PARTICIPANT'S STATEMENT AND SIGNATURE (PLEASE READ CAREFULLY)**

To the best of my knowledge and beliefs, my statements in this Reimbursement Request Form are complete and true. I certify that I have received the service described above on the dates indicated and that expenses qualify as valid expenses under the Plan and that I have not been previously reimbursed by this or any other plan nor do I expect any of these expenses to be reimbursed elsewhere. A copy or electronic facsimile of this form shall be deemed as valid as the original.

Plan Participant's Signature	Date
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**Mail, Fax, or Email all requests to:**  
 HR Simplified, Inc., 5320 West 23<sup>rd</sup> Street, Suite 350, Minneapolis, MN 55416  
 Toll-Free Phone: (888) 318-7472 Toll-Free Fax: (877) 723-0146  
 Email: FSA@HRSimplified.com



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**Need to be reimbursed faster? Sign up for FREE Direct Deposit. Forms can be found online in your Portal or Contact Customer Service at 888-831-7472 Monday-Thursday 7:00AM - 7:00PM (CST) and Friday 7:00AM - 5:00PM (CST).**