

PARKING ELECTION CHANGE PROCESS CALENDAR
 FY2024
 07/01/23-06/30/24

Benefit Month	Requests Received by Benefit Strategies	Payroll Process Date	Payroll Check Date	Funds Credited To Debit Card
July 2023	Weds. 06/14/23	06/20/23	06/23/23*	06/20/23
August 2023	Weds. 07/12/23	07/18/23	07/21/23*	07/20/23
September 2023	Weds. 08/23/23	08/29/23	09/01/23*	08/20/23
October 2023	Weds. 09/20/23	09/26/23	09/29/23*	09/20/23
November 2023	Weds. 10/18/23	10/24/23	10/27/23*	10/20/23
December 2023	Weds. 11/15/23	11/21/23	11/24/23*	11/20/23
January 2024	Weds. 12/13/23	12/19/23	12/22/23*	12/20/23
February 2024	Weds. 01/24/24	01/30/24	02/02/24*	01/20/24
March 2024	Weds. 02/21/24	02/27/24	03/01/24*	02/20/24
April 2024	Weds. 03/20/24	03/26/24	03/29/24*	03/20/24
May 2024	Weds. 04/17/24	04/23/24	04/26/24*	04/20/24
June 2024	Weds. 05/15/24	05/21/24	05/24/24*	05/20/24

IMPORTANT The PARKING benefit is pre-funded on the 20th of each month based on the prior month's election amount. In the event the above **DEADLINE** to submit your online form is actually on or after the 20th of the month and/or the PAYROLL* check date is after the pre-fund date -we will make the appropriate changes after we receive the actual PAYROLL file from the Comptroller's Office.

*For example: Your September deduction amount is \$325. Based on that previous amount, your account will be pre-funded with \$325 for October on 09/20/23. **BUT** if you submitted an updated*

election amount for the October benefit month that pre-funded amount will be adjusted accordingly once the 09/29/23 payroll file is received.

BE AWARE Confirm the deduction amount on your paystub -as this amount will be what is sent on the PAYROLL file and will be loaded to the account. **IF** an adjustment is done in the negative -you will be requested to make a repayment if you used more than your actual PAYROLL deduction.