

PARKING ELECTION CHANGE PROCESS CALENDAR FY2025 07/01/24-06/30/25

Benefit Month	Requests Received by Voya	Payroll Process Date	Payroll check Date	Funds Credited To Debit Card
July 2024	Weds. 06/12/24	06/18/24	06/21/24*	06/20/24
August 2024	Weds. 07/24/24	07/30/24	08/02/24*	07/20/24
September 2024	Weds. 08/21/24	08/27/24	08/30/24*	08/20/24
October 2024	Weds. 09/18/24	09/24/24	09/27/24*	09/20/24
November 2024	Weds. 10/16/24	10/22/24	10/25/24*	10/20/24
December 2024	Weds. 11/13/24	11/19/24	11/22/24*	11/20/24
January 2025	Weds. 12/25/24	12/31/24	01/03/25*	12/20/24
February 2025	Weds. 01/22/25	01/28/25	01/31/25*	01/20/25
March 2025	Weds. 02/19/25	02/25/25	02/28/25*	02/20/25
April 2025	Weds. 03/19/25	03/25/25	03/28/25*	03/20/25
May 2025	Weds. 04/16/25	04/22/25	04/25/25*	04/20/25
June 2025	Weds. 05/14/25	05/20/25	05/23/25*	05/20/25

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 falls 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 09/20/24. **BUT** if you submitted an updated election amount for the October benefit month that pre-funded amount will be adjusted accordingly once the 09/27/24 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.