



U.S. Department
of Transportation

**Office of the Secretary
of Transportation**



TRANSIT BENEFIT PROGRAM BULLETIN

TRANServe ELECTRONIC FARE MEDIA – DEBIT CARD

Bulletin Number: EFM-2011-04

Date July 14, 2011

SUBJECT: New York Long Island Railroad (LIRR) Mail & Ride

PURPOSE: Provide information on the appropriate use of LIRR Mail & Ride program using the TRANServe debit card.

BACKGROUND: TRANServe debit card transition from paper to electronic fare media distribution occurred in June. During the first month of transition from paper to electronic fare media distribution experienced few unanticipated events.

ACTION ITEMS: **LIRR Mail & Ride Payment Option**

Effective immediately all participants using the LIRR Mail & Ride option are to:

- Update the credit card information currently used with LIRR.
- Change the billing address with LIRR to reflect the Transit Coordinator's Agency address and zip code. The billing address is the complete work address and work zip code. Also, the billing address contains the same zip code used to activate the debit card.

Additionally, if a participant's ticket price exceeds the monthly transit benefit other payment information should be provided to LIRR by the 3rd of each month. If the personal funds are not in the account, the LIRR ticket will not be processed.

INFORMATION:

If you have additional questions or concerns, please contact your Transit Benefit Manager (TBM).