



Account Setup Guide

7



\ Vu- Vu0'

@

o \

o y " # °

@

‡ ku' u " 7 h u" 7h " u ku' u" 7h

7 o

o y \

Decision 1: = ‡ " = - ‡ U # # " 8 u u h u
o " u @o

u @o # for 2020 70 u

Option 1: Post-tax deductions from payroll

u u 70

Option 2: Limit deductions to pre-tax cap

u u

Decision 2: ‡ ‡ h u \

Option 1: Employer Ordering

u ku'
u " u

Option 2: Employee Ordering

u ku' u "

u ku' u

Decision 3: If the user is not a three

The RTA Transit Benefit Prepaid Mastercard® (RTA Transit Benefit Card)

When setting up a user for the RTA Transit Benefit Prepaid Mastercard, you must enter the user's name, email address, and phone number. The user's name must be the same as the name on the RTA Transit Benefit Prepaid Mastercard. The user's email address must be the same as the email address on the RTA Transit Benefit Prepaid Mastercard. The user's phone number must be the same as the phone number on the RTA Transit Benefit Prepaid Mastercard.

Ventra® Direct Load

When setting up a user for Ventra Direct Load, you must enter the user's name, email address, phone number, and product select denominations. The user's name must be the same as the name on the Ventra Direct Load account. The user's email address must be the same as the email address on the Ventra Direct Load account. The user's phone number must be the same as the phone number on the Ventra Direct Load account. The user's product select denominations must be the same as the product select denominations on the Ventra Direct Load account.

Pace Vanpool Load

When setting up a user for Pace Vanpool Load, you must enter the user's name, email address, and phone number. The user's name must be the same as the name on the Pace Vanpool Load account. The user's email address must be the same as the email address on the Pace Vanpool Load account. The user's phone number must be the same as the phone number on the Pace Vanpool Load account.

Decision 4: If the user is not a three-digit phone number (e.g., 123-456-7890), you must enter the user's name, email address, and phone number.

Payment Method	Monthly Fee	Order Deadline	Other Information
ACH Debit	\$0.00 per month/order	10th of each month at 10:59 PM CST	Funds are withdrawn from the employer's account on the 15th of the month or the next business day. Employer's bank account must be set up to allow ACH debits. RTA ACH filtering ID is available.
Credit Card	4% of the total order	10th of each month at 10:59 PM CST	MasterCard, Visa, and American Express are accepted. Cards are charged on the 15th of each month or the next business day.

The RTA Transit Benefit Prepaid Mastercard is issued by The Bancorp Bank pursuant to license by Mastercard International Incorporated. The Bancorp Bank; Member FDIC. Mastercard is a registered trademark, and the circles design is a trademark of Mastercard International Incorporated.

Additional Information

"
 # 7 u @ †
 @ #=)
 "
 "
 @
 #
 V
 .

O y ' # °

Step 1: 8 ku' u O

Step 2: \ ku' u V

Step 3: @

Page 1 – Company Info

..... @ 7 u @

Page 2 – Company Contacts

- u †

Page 3 –Transit Option

O)

@

O)

Page 4 – Transit Filter

O)

Page 5 – Payment Option

O)

h
7
u
h #
o 8 o 8





W. Jackson Blvd.,
Suite 1650
Chicago, IL 60604
888.782.1008
www.RTAChicago.org

Follow us on:     