March 6, 2012

For Immediate Release

Marin Transit Reimbursement Plan
Find Commuting Taxing? Take a trip without taxing your nerves or your bank account!

San Rafael, CA – The County of Marin’s Transit Reimbursement Plan (TRP) is a commuter’s friendly cash companion. It’s a pre-tax incentive program which allows County employees to set aside any amount of mass transit costs up to $125 each month! That’s roughly $57.69 per paycheck ($125 x 12 months/26 paychecks) when you take qualified mass transit to and from work.

Flexibility is the key to the TRP. *Reimbursed qualified mass transit expenses include tickets and fare cards such as Clipper. You can be reimbursed for expenses you pay to commute to and from work when you travel by bus, ferry, and train, plus you can even change the amount of your pre-tax incentive from month to month.

The County of Marin partners with Employee Benefit Specialists (EBS) who helps us administer the TRP by providing the following services:

- Daily claim reimbursements via check or direct deposit
- Ability to fax and / or mail all claim submissions
- A bilingual call center fully-staffed with helpful representatives

From A to Z, the reimbursement process is as easy as 1-2-3:

1) Fill out a TRP Enrollment (and Change) Form (You only need to enroll once!)
2) Send your completed form to the County of Marin Department of Finance, Room 225
3) For reimbursement, fill out a [TRP Claim Form](#), attach your mass transit receipt and send by fax (925.460.3929), or mail (EBS, P.O. Box 11657, Pleasanton, CA 94588), or email your claims and receipts to EBS’ secure mailbox: [claims@ebsbenefits.com](mailto:claims@ebsbenefits.com).

In a hurry to be reimbursed? Complete an optional EBS Direct Deposit Form and submit it with a voided check (as you would direct deposit for your paycheck) to EBS with your first claim.

**Need more info?** Instructions on how to file a claim follow the [claim form](#). You may also call EBS Customer Service Center for assistance from 8AM – 5 PM PST, Monday through Friday at 888.327.2770, or Freeman Suen, County of Marin Employee Payroll & Benefits Technician at 415.473.7843.

*Expenses NOT covered: Bridge tolls, parking or mileage.*

###