

Supply PBS with your email address and we will send notices for the following benefit types:

- Flexible Spending Accounts (FSA)
- Dependent Care Accounts (DCA)
- Transportation & Parking (TRN)
- Health Reimbursement Arrangements (HRA)
- Health Savings Accounts (HSA)



Hot Topic!

2010



Enhanced Email Communications from PBS

Stay on top of what's happening with your PBS tax advantaged account. Email is fast, easy and free!

Looking for a quick way to stay on top of your tax-advantaged benefits? Simply provide PBS with your email address and we will notify you whenever something significant happens with your account. Check out the info you will receive:

Welcome Letter—snapshot of your new account including election amount, balance, and more. This email will replace the Welcome Letter which has been mailed to your home in the past.

PBS Benefit Card Mailed—wondering if your new card is on its way? This email will let you know.

Monthly Account Statement—instead of receiving just two statements in the mail each year, PBS will remind you of your available balance on a monthly basis so you can be sure to maximize your savings.

Address/Email/User Name/Password or Direct Deposit Change—verification of these changes to your account.

Lost or Stolen Card—verification that your card has been reported as lost or stolen.

Receipt Notification Request (RNR)—

perhaps the most important email of all! Participants may receive an email requesting substantiation for a purchase made with your PBS Benefits Card. It is very important that you fax, email or mail the RNR along with your receipts back to PBS so we can verify the eligibility of your expense.

Reminder Email—a friendly reminder that PBS is waiting on substantiation or repayment for pending/ineligible card transactions.

TIP—IRS regulations require all plan administrators to temporarily deactivate a participant's debit card if adequate substantiation is not received in a timely manner. Avoid this inconvenience by retaining a receipt every time you use your PBS Benefits Card and submitting the required information to PBS if requested.

Debit Card Deactivated—you will be notified if your debit card is temporarily deactivated.

Card Transaction Denial—if your card is denied at the point of sale, this email will alert you as to why, e.g. low funds, ineligible merchant, etc.

Claim in Process—wondering if we have received your claim? This email will alert you when PBS has started the review process.

Account Balance Alert—PBS will notify you if your balance goes below \$100.

TIP—When purchasing an eligible item which is more than your available balance, ask the merchant to run your FSA debit card for the amount available and you will avoid leaving any unused funds in your account.

Year End Reminder—all expenses must be incurred by the plan year end in order to be eligible. This email will give you a heads up so you can make any last minute purchases, if necessary.

Filing Deadline Approaching—reminder that the filing deadline for your plan is coming soon.

TIP—Be sure to file your claims by the deadline to maximize your savings.

Sign Up Today!—Go to www.pbs.us.com and provide your email address through the Participant Log In or call PBS at 800-800-0133. It's, fast, easy and will keep you informed about your tax advantaged benefits.