

July 10th, 2009

Dear Primary Driver:

Beginning August 1, because of the Federal Government transition from VPSI CommuterBuck vouchers to negotiable Transportation Fringe Benefit Checks (TranBen Checks), MichiVan is required to institute a change in where your payments are sent.

Please be advised of the following change(s):

CommuterBucks and TranBen checks and are now to be mailed to the following address:

US Post Office mailing address:
VPSI, Inc.
15745 Collections Center Drive
Chicago, IL 60693

Courier Delivery only (FEDEX, UPS, etc.)
Bank of America Lockbox Services
15745 Collections Center Drive
Chicago, IL 60693

Please be sure to include the MichiVan Passenger Roster Report with your benefit checks. Before the checks are mailed in, please take the perforated section of the check off and keep for your records.

Be advised that you do not need to write any contact information on the back of the check. *Please now write your name and van number on the front middle of the check. See attached sheet.*

I will need a signature and the date below confirming receipt of the new change. Please fax back to (248-539-0961). Please make a copy of this sheet for your records.

Your signature



Date

Thank you,

Michelle Romano Rockwood
MichiVan Manager

IMPORTANT INFORMATION FOR MichiVan Poolers

Update regarding CommuterBucks and TranBen checks

<i>Thank you for getting on board with public transportation</i>	 TRANBEN Transportation Fringe Benefit Check Valid for purchase of transit passes, fare media and transit services	 <small>Thank You for Banking with Sovereign Bank! 24/7-1-800-2142</small>
	\$110.00 Expires: 01/31/10	Payable to Transit Authorities, Transit Vendors & Transit Providers Only
One Hundred Ten Dollars and 00/00 Cents.....		
* Your name here _____ Your van number here _____		
This check is administered by TranBen, Ltd. For any questions, please call 877-5-TRNBEN / 877-587-6236 or email support@tranben.com.		

Starting August 1, 2009, ALL CommuterBucks and TranBen Checks will be mailed to:

US Post Office Mailing Address:

VPSI, Inc.
15745 Collections Center Drive
Chicago, IL 60693

Courier Delivery only (FEDEX, UPS, etc.):

Bank of America Lockbox Services
15745 Collections Center Drive
Chicago, IL 60693

Please don't forget to include MichiVan Passenger Roster Report.

MICHIVAN

* To insure your TranBen Check gets routed properly, please include your name and van number on the front of the check.

1-800-VAN-RIDE
www.michivan.com

