



# Commonwealth of Massachusetts

## EMPLOYEE NON-CASH PARKING BENEFIT

### INSTRUCTIONS:

Employees should complete this form and submit it to their department's payroll unit.

<b>I understand I am receiving a tax reportable non-cash parking benefit and that the fair market value in excess of Federal and State allowable threshold is taxable. Accordingly, I am choosing that the benefit be reported in the following pay period(s):</b>	
Non-Cash Parking Benefit effective	
Tax Year	
Federal/State Taxable Amount	
To which Pay Period do you want the excess non-cash fringe benefit amount added  100% -- Added to taxable wages first pay period only.  100% -- Added to taxable wages second pay period only.  50% -- Added to taxable wages in each of the first and second pay	
<b>I agree to notify my Payroll Office if my parking benefit is no longer available.</b>	
Employee Signature	Employee ID
Print Name	Date

Submit this form to your department's payroll unit.