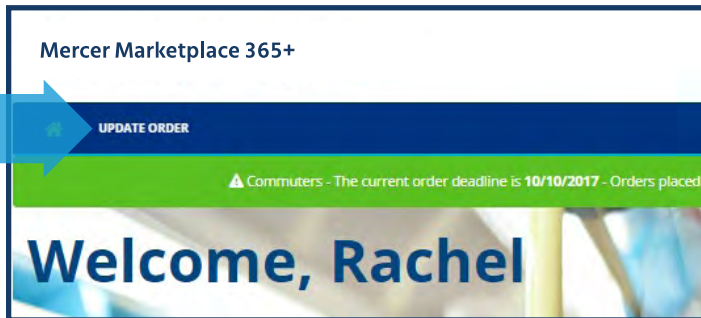


# UPDATING YOUR SMART COMMUTE ORDER

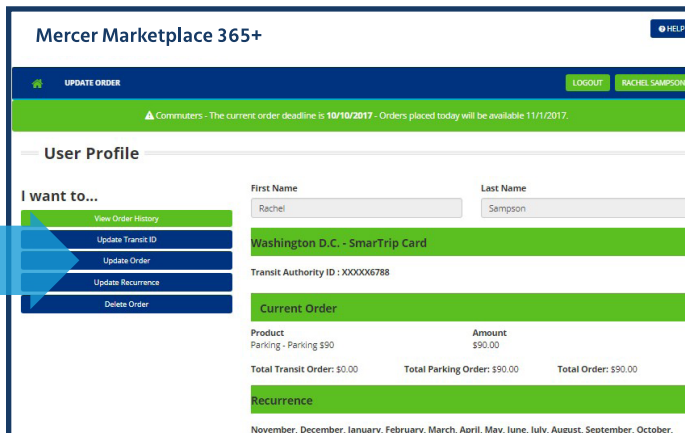
With our Smart Commute program, you can set your commuter benefits order to process automatically each month. By creating a recurring order, you'll never miss a monthly order deadline. Don't forget to update your order anytime you change your contribution amount in the Mercer Marketplace enrollment platform, as your Smart Commute order will not automatically update.

After you log in to the Mercer Marketplace consumer portal, click on the "Place Commuter Order" button. Then, to review, change or remove an existing Smart Commute order, click on "Update Order."



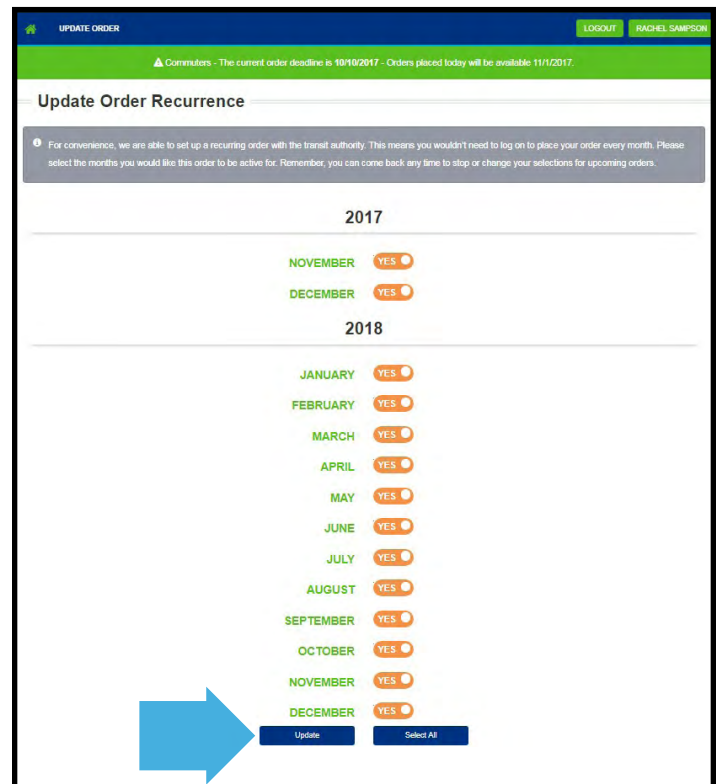
## Update Your Order

You can change a recurring order by clicking on "Update Order." Then, adjust the items in your order by adding new products to your cart or deleting unwanted products. When you're finished, click "Update Order."



## Update Your Order Recurrence

To change your Smart Commute order for future months, click "Update Recurrence." Make your new selections and click "Update."



## Cancel Your Order

If you would like to cancel all your future Smart Commute orders, you can simply click "Delete Order."

