



# State of Connecticut

## Qualified Transportation Account Enrollment Instructions

Rev. 11/08

### Qualified Transportation Account (QTA) Enrollment Instructions

To enroll or make a change to the QTA you must complete a QTA Compensation Reduction Agreement Form by the first of the previous month in which you wish to enroll or make a change. For example, if you're looking to enroll or make a change effective the month of January, you must submit your Compensation Reduction Agreement Form by December 1.

- Download the Compensation Reduction Agreement Form from the OSC web site: [www.osc.state.ct.us](http://www.osc.state.ct.us), the PBS web site [www.ctpbs.com](http://www.ctpbs.com) or contact Progressive Benefit Solutions (PBS) at 1-866-906-8023.
- Complete your Compensation Reduction Agreement Form and mail to:

Progressive Benefit Solutions  
QTA Program  
23 Maiden Lane  
North Haven, CT 06473