



SmartBenefits Voucher Mail-In Reimbursement Form



Complete this form and send it to VRE with your Vouchers and VRE will refund your credit card for the amount of the Metrocheks/Vouchers you send in, up to the cost of the ticket(s). ***(Please do not tape or staple your Vouchers to this form.)***

- **Voucher credit can only be given for tickets purchased with credit or check cards.**
- Debit/ATM cards without a Visa or MasterCard logo cannot be refunded.
- Visa Check Card and MasterCard Maestro cards count as credit card purchases.
- **Please attach your original or a copy of your original ticket(s) or receipt(s).**

Credit Card # used to purchase ticket(s):		Expiration Date:	
\$ Value of Vouchers being sent (in this envelope):		Approval # (Office Use Only):	
Name:			
Address:			
City/State:		Zip:	
Daytime Phone:		Evening Phone:	
Employer:			

- Please complete and mail this form to VRE with your SmartBenefits Vouchers within 30 days of ticket purchase.
- The Voucher Mail-in Reimbursement Program is good for all types of tickets purchased at the station TVMs or vendors.
- Mail to:

Virginia Railway Express
1500 King Street
Suite 202
Alexandria, VA 22314