Updating Your Delivery/Mailing Address



- Login to the Edenred Commuter Benefits Site by entering your <u>Harvard Key Credentials</u>
- 2. From your Edenred Benefits Dashboard, click on **My Account** and then **My Profile**.

My Dashboard	My Profile				
Place an Order	Note: Changes made will only affect your commuter benefits profile.				
Mu Assount	Contact Information	+			
	Delivery Address	+			
Benefit Overview	Office Address	+			
My Profile	Password	+			
Card Management	Cash Reimbursement	+			
Reimbursement •	Security Settings	+			
Support 🕨					

 Click on the Delivery Address + icon to trigger the drop-down menu. Then, enter update the address you would like to receive your commute products at.

Note: Your address needs to be a valid US address. Your address may have defaulted to the GSAS Office at Smith Campus Center if you had a non-US address listed in my.Harvard. Please update this address to avoid a delay in receiving your pass. Delivery information should reflect the address at which you receive mail in the United States.

My Dashboard	My Profile			
Place an Order	Note: Changes made will only affect your commuter benefits profile.			
	Contact Information			+
	Delivery Address			-
Order History				
Benefit Overview	Address 1	Address 2		
My Profile	required			
Card Management	City	State	ZIP Code	
		Washington 🗸		
Reimbursement •	required		invalid ZIP Code	
			<u>Cancel</u>	Save Changes

4. Save changes once you have updated your delivery address.