



# OMNY

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OMNY Programs Member Management: Bulk Value Loads to OMNY Cards  
January 2026

# Agenda

- Member management overview
- Uploading members
- Loading value onto members' OMNY Cards
- Reviewing completed orders





# Overview

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# Member Management Overview

- You can enroll members in your program so you can **load value onto their OMNY Cards**.
  - This is most suitable for programs that wish to provide **recurring electronic loads of transit value to the same group of people**.
- **Only plastic, reloadable OMNY** cards are eligible for electronic value loads to member accounts.
  - To upload members, you **need to have previously purchased OMNY plastic reloadable cards**, either through the OMNY Programs portal or at a vending machine.
- To enroll members, you need to provide their **Transit Accounts and Member ID**
  - You can pull the Transit Accounts from the card manifest
  - You provide the Member ID – can be their organization’s employee ID
- For each member, you will elect a **stored value total**, ranging from \$5.00-\$315.00. Stored value can be set up as **pre-tax or post-tax**, depending on your organization.

# OMNY Bulk Purchaser Program Types

Different fare products are available for different program types of bulk purchasers.

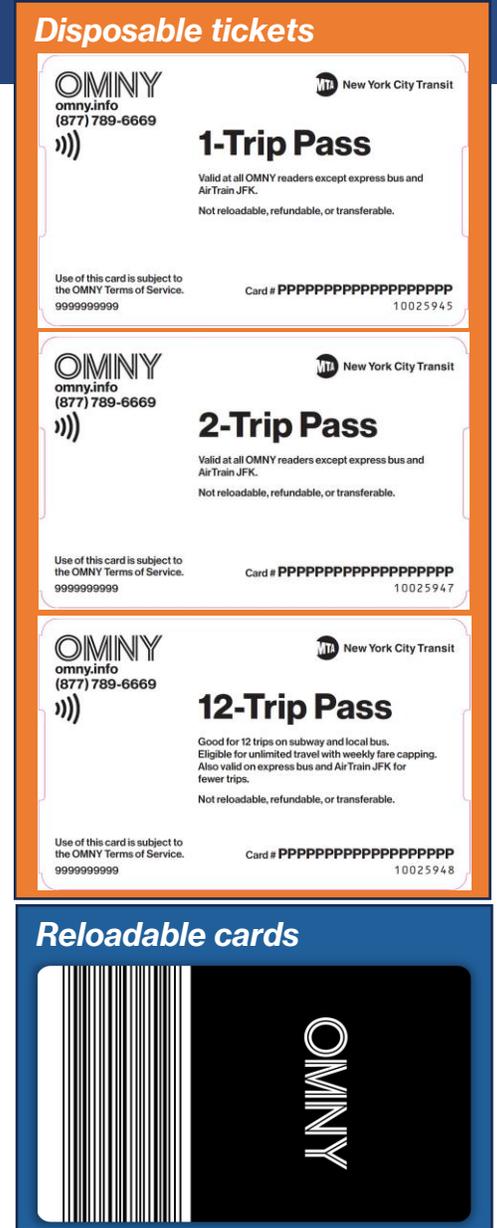
1. Government Program (*City, state, and federal agencies*)
2. Healthcare Program (*Health & hospitals or healthcare programs*)
3. Social Service (*Non-profits*)
4. School (*K-12 public and private schools*)
5. College & University
6. Employer (*Employers and Pre-tax providers*)
7. General (*Hotel, travel, tourism organizations*)

# OMNY fare media types

Product	Cost*	Validity**	Available for Program Type?							
			Gov't	Health-care	Social Service	School	College & University	Employer	General	
Disposable paper OMNY tickets (not reloadable)	1-Trip	1x fare + \$0.18 media fee	6 months from first tap	✓	✓	✓	✓	✓		
	2-Trip	2x fare + \$0.18 media fee		✓	✓	✓	✓	✓		
	12-Trip	\$35 + \$0.18 media fee		✓	✓	✓	✓	✓		
OMNY cards (reloadable)	OMNY Card	Cost of selected value + \$1 media fee	4+ years	✓	✓	✓	✓	✓	✓	
	Value load only	Cost of selected value		✓	✓	✓	✓	✓	✓	✓

**Can only reload cards** on the OMNY Programs portal; OMNY Cards must be purchased at vending machines or retail locations

Note: All fare products allow for free transfers. (\*) All stated prices are subject to change at the MTA's discretion. (\*\*) Card validity subject to change.



# Two fare value load options are available

	Description	OMNY card source	Stored value	Reloads	Eligible program types
<b>OMNY Cards &amp; value loads</b>	<p>Can use the OMNY Programs portal to:</p> <ol style="list-style-type: none"> <li>1. Purchase <b>new plastic reloadable OMNY cards</b></li> <li>2. <b>Load fare value</b> on OMNY Cards</li> </ol>	OMNY Programs portal, vending machines, or retail	\$5 - \$315 per card, per order	<ul style="list-style-type: none"> <li>• <b>For B2B admins:</b> via OMNY Programs portal</li> <li>• <b>Customers:</b> via vending machines, online at <a href="https://www.omny.info">OMNY.info</a>, at retail, or by calling OMNY Call Center</li> </ul>	Government, Healthcare, Social Service, School, College & University, Employer (Pre-tax benefits)
<b>Value loads only</b>	<p>Can use the OMNY Programs portal to:</p> <ol style="list-style-type: none"> <li>1. <b>Load fare value</b> onto <b>existing OMNY cards</b></li> </ol>	Vending machines or retail			All program types

Note: Plastic reloadable OMNY cards follow the same rules, terms, and conditions outlined on [OMNY.info](https://www.omny.info), including free transfer policies, eligible NYCT and partner transit services, and applicable media fees.



# How to Upload Members

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# Add Member

## Retest Program General

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[Overview](#) **[Members](#)** [Purchases](#)  [Payment Methods](#)

[+ Add member](#)

[↑ Upload members](#)

[🕒 Upload history](#)

[↓ Download members list](#)

Showing: 2 members

Sort by

Last name A - Z 



Filter

<input type="checkbox"/>	Name	Rider Class	Status	Transit Account #	Travel Card	External ID	Expiration	Benefits
<input type="checkbox"/>	—	Full Fare	● Active	440977292596	 ...5116	440977292596	—	—
<input type="checkbox"/>	—	Full Fare	● Active	440977292646	 ...5132	440977292646	—	—

# Add Member

## Add a member

Retest Program

### Member details

#### Transit Account #

This 12-digit number will be provided to you by your member, or can be found in your bulk order details

#### First Name (optional)

#### Last Name (optional)

#### Email (optional)

#### External ID

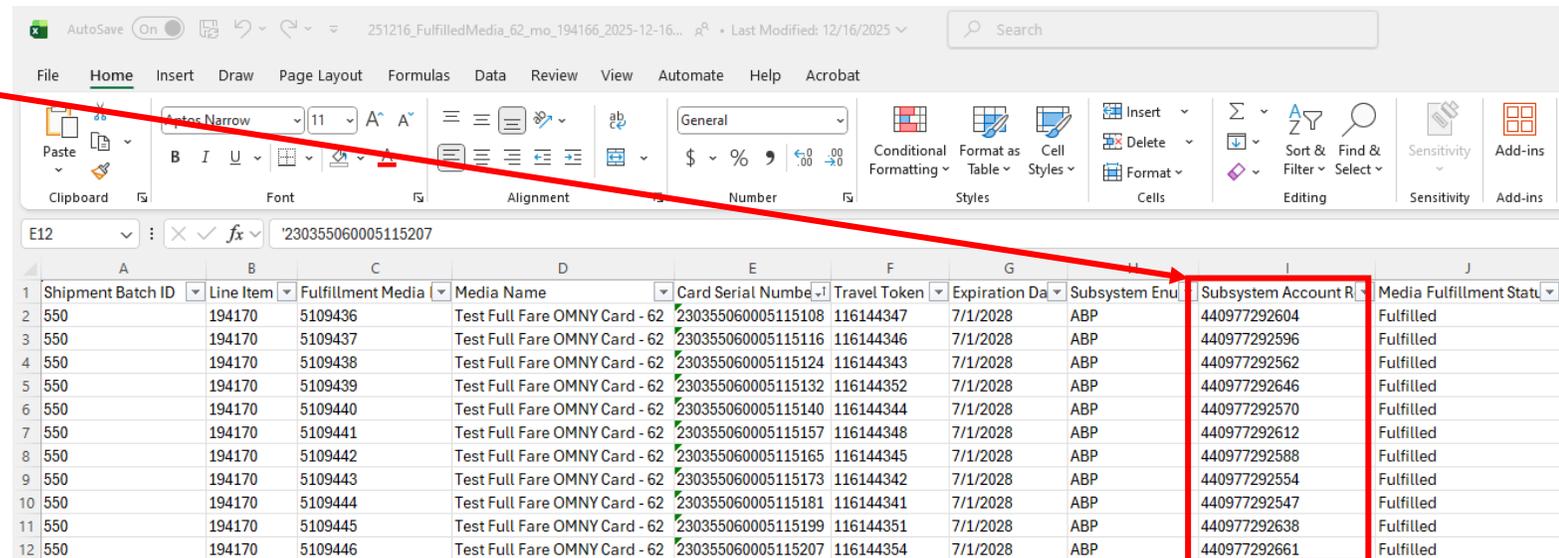
This is the member's unique identification number used by your entity.

#### Membership expiration date (optional)

Next

The Transit Accounts can be found in your OMNY card manifest, which can be downloaded from your media order details page



	A	B	C	D	E	F	G	H	I	J
	Shipment Batch ID	Line Item	Fulfillment Media	Media Name	Card Serial Number	Travel Token	Expiration Date	Subsystem Entity	Subsystem Account R	Media Fulfillment Status
1	550	194170	5109436	Test Full Fare OMNY Card - 62	230355060005115108	116144347	7/1/2028	ABP	440977292604	Fulfilled
2	550	194170	5109437	Test Full Fare OMNY Card - 62	230355060005115116	116144346	7/1/2028	ABP	440977292596	Fulfilled
3	550	194170	5109438	Test Full Fare OMNY Card - 62	230355060005115124	116144343	7/1/2028	ABP	440977292562	Fulfilled
4	550	194170	5109439	Test Full Fare OMNY Card - 62	230355060005115132	116144352	7/1/2028	ABP	440977292646	Fulfilled
5	550	194170	5109440	Test Full Fare OMNY Card - 62	230355060005115140	116144344	7/1/2028	ABP	440977292570	Fulfilled
6	550	194170	5109441	Test Full Fare OMNY Card - 62	230355060005115157	116144348	7/1/2028	ABP	440977292612	Fulfilled
7	550	194170	5109442	Test Full Fare OMNY Card - 62	230355060005115165	116144345	7/1/2028	ABP	440977292588	Fulfilled
8	550	194170	5109443	Test Full Fare OMNY Card - 62	230355060005115173	116144342	7/1/2028	ABP	440977292554	Fulfilled
9	550	194170	5109444	Test Full Fare OMNY Card - 62	230355060005115181	116144341	7/1/2028	ABP	440977292547	Fulfilled
10	550	194170	5109445	Test Full Fare OMNY Card - 62	230355060005115199	116144351	7/1/2028	ABP	440977292638	Fulfilled
11	550	194170	5109446	Test Full Fare OMNY Card - 62	230355060005115207	116144354	7/1/2028	ABP	440977292661	Fulfilled
12	550	194170	5109446	Test Full Fare OMNY Card - 62	230355060005115207	116144354	7/1/2028	ABP	440977292661	Fulfilled

You provide the External ID - the unique identifier for your member  
If you do not have a unique identifier for your members, you can use the Transit Account in this field

# Add Member

The Transit Accounts can also be found in customer accounts on [omny.info](https://omny.info)

The screenshot shows the OMNY website interface. At the top, there is a navigation bar with links for "How OMNY Works", "Help", and "Sign Out". Below this is a secondary navigation bar with icons for "Wallet", "Trips", "Charges", and "Account Settings". The main content area is titled "Wallet" and features an "OMNY card" with the number "•••3904". To the left of the card is a placeholder image of the OMNY logo. Below the card, there is a table of card details:

Status:	Active
Card Added	Apr. 29, 2025
Card Expires	Jul. 2029
Transit Account #	440272563337 ⓘ
Last ride	Jan. 10, 2026

Below the table is a "Manage" dropdown menu and a "+ Add value" button. To the right of the card details, there is a box for "Balance \$58.20" with a "Details" dropdown, and a "Reload" button with a "Set up reload" link. Above the balance box is a message: "To more conveniently add value to your OMNY card, you can add a payment method" with an "Add payment method" button and a close icon.

# Add Member

Once members are added, you will see their Rider Class, Member Status, Transit Account, Last 4 of Card Serial Number, and External ID

## Retest Program General

[View another program](#) ▼

[Overview](#) **[Members](#)** [Purchases](#) ▼ [Payment Methods](#)

[+ Add member](#) [↑ Upload members](#) [🕒 Upload history](#) [↓ Download members list](#)

Showing: 2 members

Sort by Last name A - Z ▼ [🔍 Filter](#)

<input type="checkbox"/>	Name	Rider Class	Status	Transit Account #	Travel Card	External ID	Expiration	Benefits
<input type="checkbox"/>	—	Full Fare	● Active	440977292596	 ...5116	440977292596	—	—
<input type="checkbox"/>	—	Full Fare	● Active	440977292646	 ...5132	440977292646	—	—

# Elect Benefits (aka Load Fare Value)

When you select the checkbox for one or several members, you will see a Members action panel on the right, select “Manage Benefits”. (Note: *Benefits = fare value loaded onto the OMNY Card*)

The screenshot displays the OMNY Programs interface. At the top, the OMNY Programs logo is visible. Below it, the 'Retest Program' is selected, with a 'General' tab. The 'Members' tab is active, showing a list of two members. The first member is selected with a checkbox. On the right side, a 'Member actions' panel is visible, containing four buttons: 'Manage benefits', 'Update expiration date', 'Update status', and 'Deactivate members from program'. The 'Manage benefits' button is highlighted with a red box.

OMNY Programs

Retest Program General

Overview **Members** Purchases ▼ Payment Methods

+ Add member   ↑ Upload members   ↻ Upload history   ↓ Download members list

Showing: 2 members   Sort by Last name A - Z ▼

<input type="checkbox"/>	Name	Rider Class	Status	Transit Account #	Travel Card	External ID	Expiration	Benefits
<input checked="" type="checkbox"/>	—	Full Fare	● Active	440977292596	***5116	440977292596	—	—
<input type="checkbox"/>	—	Full Fare	● Active	440977292646	***5132	440977292646	—	—

Member actions

1 members selected

Manage benefits

Update expiration date

Update status

Deactivate members from program

# Elect Benefits (aka Load Fare Value)

When you select the checkbox for one or several members, you will see a Members action panel on the right, select "Manage Benefits". (Note: Benefits = fare value loaded onto the OMNY Card)

The screenshot displays the OMNY Programs interface. The main content area shows the 'Retest Program' with a 'Members' tab selected. A table lists two members, both with 'Full Fare' and 'Active' status. The first member's checkbox is checked. On the right, a 'Member actions' panel is open, showing 'Update member benefits'. Below this, a 'Value' section is highlighted with a red box, containing a 'One-time benefits' dropdown, a checked 'Pre-Tax Test' checkbox, a text input field for the amount (set to \$35.00), and a 'Next order' field. A 'Save changes' button is located at the bottom of the modal.

Name	Rider Class	Status	Transit Account #	Travel Card	External ID	Expiration	Benefits
—	Full Fare	Active	440977292596	***5116	440977292596	—	—
—	Full Fare	Active	440977292646	***5132	440977292646	—	—

# Place Benefits Order

The elected benefit will display in the “Benefits” column. Click on the “Place one-time order” button.

## Retest Program General

[View another program](#) ▾

[Overview](#) **[Members](#)** [Purchases](#) ▾ [Payment Methods](#)

[+ Add member](#) [↑ Upload members](#) [↻ Upload history](#) [↓ Download members list](#) [Place one-time order](#)

Showing: 2 members Sort by Last name A - Z ▾ [Filter](#)

<input type="checkbox"/>	Name	Rider Class	Status	Transit Account #	Travel Card	External ID	Expiration	Benefits
<input checked="" type="checkbox"/>	—	Full Fare	● Active	440977292646	 ***5132	440977292646	—	—
<input type="checkbox"/>	—	Full Fare	● Active	440977292596	 ***5116	440977292596	—	Pre-Tax Test

# Place Benefits Order

Confirm your payment method and click on “Review your order”.

## One-time member order

### Test Center

This order only includes any one-time benefits in this program. Benefits will be loaded shortly once the order is submitted.

### Payment method

If you want to use a new bank account (ACH), you must add it on your program's [payment method page](#).

<input type="radio"/>	 Checking account ***1622
<input type="radio"/>	New credit/debit card

Review your order

Post-Tax Test \$35.00\$35.00

Quantity: 1

Order Total \$35.00

# Place Benefits Order

Review your order summary, then click “Place Order”.

## One-time member order

Test Center

### Order Summary

This order only includes any one-time benefits in this program. Benefits will be loaded immediately once the order is submitted. Please confirm your order summary and payment method before placing your order.

Post-Tax Test \$35.00 Quantity: 1	\$35.00
<b>Order Total</b>	<b>\$35.00</b>

OMNY Programs will review your order and will confirm whether or not it is approved. You will be notified via email.

[Place order](#)

### Payment method

Amount: \$35.00

 Checking account \*\*\*1622

[Use a different payment method](#)

### Invoice date

January 26, 2026

Remaining Purchase Limit **\$1,000.00**

# Benefit Order Details

Your order will be assigned an order number, when you click on the order number (aka “Reference No.”) you will see the order details. **Benefits will be loaded as soon after the payment is authorized.**

**Test Center** Healthcare

[View another program](#) 

[Overview](#) [Members](#) [Purchases](#)  [Payment Methods](#)

## Order history

Note that it will take up to 5 minutes from submitting an order for it to show in this list.

Showing: Past 12 months, any type, any status

 [Update filter](#)

Date and Time	Reference No.	Order Type	Status	Invoice No.	Invoice Status	Order Total
Dec. 23, 2025 12:35 PM	<a href="#">1957</a>	Adhoc Benefit Load	 Completed	<a href="#">FTI000005821</a>	 Settled	\$10.00

# Benefit Order Details

When the order is completed, you will see the quantity of benefits ordered, the quantity that loaded, and the quantity that failed to load.

[← Orders](#)

## Order 1957

### Order details

Order date/time: Dec 23, 2025, 12:35 PM  
Last updated date/time: Dec 23, 2025, 02:35 PM  
Order type: Adhoc Benefit Load  
Order status: ● Completed  
Channel: B2BAdmin

### Totals

Subtotal: \$10.00  
Order total: \$10.00  
Invoice no.: [FTI000005821](#)  
Invoice status: ● Settled

### Item details

Fare Product	Unit Price	Qty Ordered	Line Item Total	Qty Fulfilled	Qty Failed	Amount Failed
Pre-Tax Test Max	\$10.00	1	\$10.00	1	0	\$0.00

Fulfillment ID	Member Name	Member ID	Transit Account # 	Unit Price	Status 	Reason for Failure
131330	Frida Kahlo	5815890	440971954050	\$10.00	Fulfilled	—

# Benefit Order Details

If the benefit load failed, you will see a Reason for Failure message.

← Orders

## Order 1955

Order details		Totals	
Order date/time	Dec 23, 2025, 09:11 AM	Subtotal	\$13.00
Last updated date/time	Dec 23, 2025, 01:32 PM	Order total	\$13.00
Order type	Adhoc Benefit Load	Invoice no.	<a href="#">FTI000005812</a>
Order status	● Completed With Errors	Invoice status	● Settled
Channel	B2BWeb		

### Item details

Fare Product	Unit Price	Qty Ordered	Line Item Total	Qty Fulfilled	Qty Failed	Amount Failed
Pre-Tax Test	\$6.00	2	\$13.00	0	2	\$12.00

Fulfillment ID	Member Name	Member ID	Transit Account #	Unit Price	Status	Reason for Failure
131327	Frank Sinatra	5815900	440971953672	\$6.00	Fulfillment Failed	The product load is not allowed for the transitAccount

Reason for failure could be that the Transit Account is closed, or the value load would place the account over the \$315.00 limit.

# Benefit Load Failure

When the stored value fails to load to Transit Account(s), you will get a credit in the Amount Failed posted to your program. The credit will automatically be applied to your next order payment.

[← Invoices](#)

## Invoice FTI\_R000000321

Invoice details		Totals	
Invoice date	Dec 23, 2025	Total credit amount	-\$13.00
Invoice status	● Credited		
Program name	Test Center		

### Invoice transactions

Date	Transaction Type	Description	Order No.	Order Total
Dec 23, 2025	Refund	Pre-Tax Test; Quantity = 2	BOUBR1955	-\$13.00



# Bulk Upload Members

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# Bulk Upload Members

You can upload members in bulk. Select the “Upload Members” option.

## Retest Program General

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[+ Add member](#) **[↑ Upload members](#)** [🕒 Upload history](#) [↓ Download members list](#)

Showing: 2 members Sort by [Last name A - Z](#) ▾ [↕](#) [🔍 Filter](#)

<input type="checkbox"/>	Name	Rider Class	Status	Transit Account #	Travel Card	External ID	Expiration	Benefits
<input type="checkbox"/>	—	Full Fare	● Active	440977292596	 ...5116	440977292596	—	—
<input type="checkbox"/>	=	Full Fare	● Active	440977292646	 ...5132	440977292646	—	—

# Bulk Upload Members

- Download the Excel template
- Fill out the required information
- Save file as CSV (comma delimited)
- Upload CSV file

## Upload Members

Retest Program

### Instructions for uploading member emails

You can add or edit a batch of members to a group by uploading a CSV file. To do this, download the template or your existing member list. Fill in the member information with one member per horizontal row.

**Tip:** To avoid upload errors, make sure your data follows the specified format as per the instructions in the XLSX template

[↓ XLSX template \(contains instructions\)](#)

### Upload your file

Drag file here to upload or

[↑ Browse files](#)

Submit

# Bulk Upload Members

Update: Update existing member.  
 Insert: Add new member.  
 Save: Update if member exists, Insert otherwise.  
 Example: Enter 'Update' to update the existing record  
 (Required)

Unique member identifier provided by the Admin.  
 (Conditionally required for the update action; either Member PK or Member ID has to be provided)

Member Status.  
 A: Active  
 LF: Load Failed  
 H: OnHold  
 T: Terminated  
 Example: Enter 'A' to set Active status  
 (Required)

Transit Account Id.  
 Format '#####'  
 Example: '440048754814'  
 (Required if Media Serial Number is not provided for the account-based systems.)

	A	B	C	D	E	F	G	
Action	Member PK	Member Id	Transit Account Id	Travel Token Id	Media Serial Number	Member Status	Last Name	First Name
Update		12345	440789005879					A

# Bulk Upload Members

M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
Phone Type	Expiration Date	Activation Date	Address Line1	Address Line2	City	State	Country			Photo	Date of Birth				
												35	O		

Pre-Tax Test: Amount  
 (Required if Pre-Tax Test: Delivery Type is provided)  
 Range: (5.00-315.00), multiples of 1.00  
 (Conditionally Required)

Benefit election/delivery type.  
 O: One-Time Delivery  
 W or blank: Waive  
 Example: Enter 'O' for One-Time Delivery  
 (Required if Pre-Tax Test: Amount is provided)

*Pre-Tax Test: Amount: \$(5.00-315.00/1.00)*  
*Pre-Tax Test: Delivery Type*

# Bulk Upload Members

After you upload the file, you can see the upload result on the “Upload History” page

**Test General Program** General View another program ▾

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[+ Add member](#) [↑ Upload members](#) **[🕒 Upload history](#)** [↓ Download members list](#)

Showing: 11 members Sort by Last name A - Z ▾ [🔼](#) [🔽](#) [Filter](#)

<input type="checkbox"/>	Name	Rider Class	Status	Transit Account #	Travel Card	External ID	Expiration	Benefits
<input type="checkbox"/>	BA	Full Fare	● Active	440972892572	 ...7347	1212	—	—
<input type="checkbox"/>	JC	Full Fare	● Active	440972892077	 ...7354	1211	—	—

# Bulk Upload Members

The “Upload History” page will show status “Complete” if all member records were uploaded successfully. “Complete with Feedback” means some member records failed to upload, due to an error. You can download the feedback file, to check the error.

**Test General Program** General View another program

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[← Back to members list](#)

### Upload History

[XLSX template \(contains instructions\)](#) [Upload members](#)

Showing: Past 12 months, any status [Update filter](#)

Upload Date/Time	Uploaded by	Upload File	# Processed	# Successful	# Failed	Status
Dec. 17, 2025 2:14 PM	Allister, Mary	<a href="#">251217_113_Test General Program_member_upload.csv</a>	11	3	8	Complete with Feedback <a href="#">^</a>
Process is complete and there is data to review in the feedback file. <a href="#">feedback_251217_113_Test General Program_member_upload.csv</a>						
Dec. 11, 2025 3:24 PM	Allister, Mary	<a href="#">251211_Program_113_member_benefit_election.csv</a>	2	—	2	Complete with Feedback <a href="#">v</a>
Dec. 11, 2025 3:13 PM	Allister, Mary	<a href="#">251211_Program_113_member_upload.csv</a>	2	2	—	Complete

# Account Activation

Once the members have benefits elected, you can place the benefits order, as shown previously in in this deck.

**Test General Program** General View another program ▾

Overview **Members** Purchases ▾ Payment Methods

[+ Add member](#) [↑ Upload members](#) [↻ Upload history](#) [↓ Download members list](#) Place one-time order

Showing: 11 members Sort by Last name A - Z ▾ [Filter](#)

<input type="checkbox"/>	Name	Rider Class	Status	Transit Account #	Travel Card	External ID	Expiration	Benefits
<input type="checkbox"/>	BA	Full Fare	● Active	440972892572	 ***7347	1212	—	Pre-Tax General Test
<input type="checkbox"/>	JC	Full Fare	● Active	440972892077	 ***7354	1211	—	Pre-Tax General Test



# Appendix

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# Reviewing Details & Obtaining the Manifest

Review bulk order details and download manifest (CSV format)

← Orders

## Order 189514

Order details		Shipping		Totals	
Order date/time	Oct 30, 2025, 06:49 AM	Shipping to	2 Broadway	Subtotal	\$92.40
Last updated date/time	Oct 31, 2025, 12:22 AM		New York, NY 10004	Shipping	\$0.00
Order type	Adhoc Bulk Media	Shipping type	Standard Shipping	Order total	\$92.40
Order status	● Completed	Shipping notes	for 10/30 prod test	Invoice no.	FTI000005370
Channel	B2BAdmin			Invoice status	● Unpaid

### Item details

ID	Media Name	Media Cost	Fare Product	Price	Qty	Item Total	Fulfilled	
189512			1-Trip Pass - Extended Sales	\$2.90	\$3.08	30	\$92.40	30 / 0

[Print](#)

### Shipment details

Shipping Batch 475		
ID	Media Name	Shipped Qty
189512	Test 1-Trip Generic Media 42	30

Shipping Date: Oct 30, 2025

Shipping Carrier: —

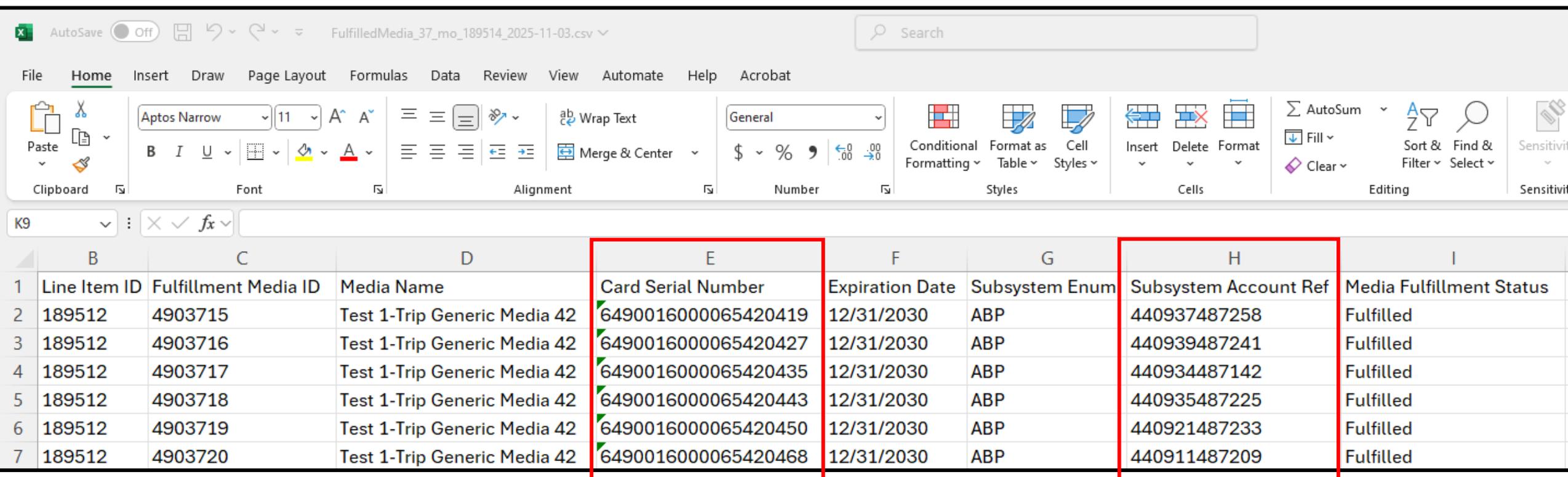
Estimated Delivery: —

Tracking No: —

[Download CSV](#)

# Card Manifest

Once an order is fulfilled, an administrator can download the card manifest that lists the serial number (Column E) and the associated Transit Account (“Subsystem Account Ref” Column H) for each card.



The screenshot shows an Excel spreadsheet with the following data:

	B	C	D	E	F	G	H	I
1	Line Item ID	Fulfillment Media ID	Media Name	Card Serial Number	Expiration Date	Subsystem Enum	Subsystem Account Ref	Media Fulfillment Status
2	189512	4903715	Test 1-Trip Generic Media 42	6490016000065420419	12/31/2030	ABP	440937487258	Fulfilled
3	189512	4903716	Test 1-Trip Generic Media 42	6490016000065420427	12/31/2030	ABP	440939487241	Fulfilled
4	189512	4903717	Test 1-Trip Generic Media 42	6490016000065420435	12/31/2030	ABP	440934487142	Fulfilled
5	189512	4903718	Test 1-Trip Generic Media 42	6490016000065420443	12/31/2030	ABP	440935487225	Fulfilled
6	189512	4903719	Test 1-Trip Generic Media 42	6490016000065420450	12/31/2030	ABP	440921487233	Fulfilled
7	189512	4903720	Test 1-Trip Generic Media 42	6490016000065420468	12/31/2030	ABP	440911487209	Fulfilled

# Card Manifest

Column H – Subsystem Account Ref No aka Transit Account.

	A	B	C	D	E	F	G	H	I	J	K
1	Shipment	Line Item	Fulfillment	Media Name	Card Serial	Expiration	Subsystem	Subsystem Account Ref	Media Fulfillment Status		
2	158	1837	1683443	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
3	158	1837	1683442	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
4	158	1837	1683441	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
5	158	1837	1683440	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
6	158	1837	1683439	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
7	158	1837	1683438	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
8	158	1837	1683437	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
9	158	1837	1683436	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
10	158	1837	1683435	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
11	158	1837	1683434	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
12	158	1837	1683433	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
13	158	1837	1683432	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
14	158	1837	1683431	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
15	158	1837	1683430	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		
16	158	1837	1683429	OMNY EU	230355060	9/1/2028	ABP	4.40618E+11	Fulfilled		

Number  
Subsystem Account Ref

Currency  
Subsystem Account Ref

Accounting  
Subsystem Account Ref

Short Date  
Subsystem Account Ref

Long Date  
Subsystem Account Ref

Time  
Subsystem Account Ref

Percentage  
Subsystem Account Ref

Fraction  
Subsystem Account Ref

Scientific  
Subsystem Account Ref

Text  
Subsystem Account Ref

More Number Formats...

The Transit Account is a 12-digit number, this is the underlying account number for every card.

# Reading the Card Manifest

By default, Excel will list the Card Serial Number (Column E) in scientific notation.

You need to change your default Excel settings to display the full Card Serial Number.

- 1) In Excel, Go to File -> Options -> Data
- 2) Uncheck the 2nd box “Keep first 15 digits of long numbers and display in scientific notation” under Automatic Data Conversion, and click Ok

