

Vanpool Passenger Agreement

I, _____, want to participate in a vanpool offered through TARC and Ticket to Ride and agree to the following:

- Cooperate with the driver and other passengers to define the pick-up points, times, waiting policies and other guidelines for creating an efficient and compatible vanpool.
- Be on time at my specified pick-up point.
- Pay monthly invoices in a timely manner.
- Give advance notice to the vanpool driver of the times I know I will be absent including an unexpected illness or condition that arises, keeping me from riding.
- **Notify the Ticket to Ride office and the driver 30 days before permanently vacating my seat by filling out a Service Cancellation Notice (form provided by Ticket to Ride).**
- Wear my seat belt.
- Refrain from smoking or drinking alcohol on the van.
- Comply with reasonable requests of the driver.

Deposit:

Passengers are required to pay a \$75 deposit to the Ticket to Ride office prior to joining a vanpool unless their fares are paid for by their employer. If a passenger is suspended for non-payment of his/her monthly fare, the passenger will be required to pay an additional \$75 deposit before he/she can be reinstated as a passenger. When a passenger submits his/her 30-day notice of vanpool termination, Ticket to Ride will refund the deposit after all outstanding balances are paid in full. The deposit will not be refunded if a passenger does not give a 30-day notice of termination.

Sub-leasing:

Passengers may sub-lease their seat for days when they know they will be absent (i.e. vacation) with prior notice and approval from the vanpool driver. If no one is found to sub-lease the seat, the passenger will be responsible to pay the full fare.

Monthly Fares:

Participation in the vanpool will be contingent upon timely payments of fares. A \$10 fee will be added to the balance due for late payments. Passenger fares are determined by dividing the total operating cost (i.e. fuel, maintenance, and insurance) by the total number of passengers. It is in everyone's best interest to keep all the seats occupied, thereby

keeping the individual seat cost to a minimum. For this reason it is important that everyone participating in the van help recruit passengers as needed to fill empty seats.

This agreement will commence when signed, and can be terminated immediately for non-payment or 30 days after notice is given from either the passenger, TARC, or Ticket to Ride.

Vanpool Driver's Name: _____

Trial Days: _____

Join Date: _____

Passenger's Name: _____

Home Address: _____

City: _____

State: _____ Zip: _____

Home Phone: _____

Company Name: _____

Company Address: _____

City: _____

State: _____ Zip: _____

Work Schedule:

Start time _____ End time _____

Work Phone: _____

Email Address: _____

Passenger's Signature: _____

Today's Date: _____



11520 Commonwealth Drive
Louisville, KY 40299
502-267-5400
502-266-5047 FAX