

**For Office Use Only:**

Current rate: \$ \_\_\_\_\_

Premium rate: \$ \_\_\_\_\_



**PREMIUM SERVICE REQUEST FORM**

I have reviewed and fully understand the qualifications, guidelines and policies of the RideKC Special Edition Service and would like to enroll.

Name of Participant: \_\_\_\_\_

**ROUTE SCHEDULE REQUESTED**

The fixed scheduled service is limited to riders traveling to and from one place only.

Pick-up Time: \_\_\_\_\_ am/pm. (Please allow time for a 30 minute window for pick-ups)

Pick-Up Address: \_\_\_\_\_  
\_\_\_\_\_

Drop-Off Address: \_\_\_\_\_

Return pick-up Time: \_\_\_\_\_ am/pm. (Please allow time for a 30 minute window for pick-ups)

Return Drop-Off Address: \_\_\_\_\_  
\_\_\_\_\_

Special needs to be addressed: \_\_\_\_\_  
\_\_\_\_\_

Travel Days (Please Check): Mon. \_\_\_\_\_ Tues. \_\_\_\_\_ Wed. \_\_\_\_\_ Thurs. \_\_\_\_\_ Fri. \_\_\_\_\_  
(Minimum 3 days each week)

**PLEASE COMPLETE THE FOLLOWING INFORMATION**

<b>Contact information for person paying for Premium Services</b>	<b>Emergency contact information of Premium Service Participant</b>
Name: _____ Address: _____ Phone: _____ Email: _____	Name: _____ Address: _____ Phone: _____ Email: _____

Please mail the completed application to the following address below. Premium services will begin the day requested after a 30-day waiting period.

*Kansas City Area Transit Authority*  
1701 West 56 Highway, Olathe, Kansas 66061  
Phone: 913-782-2210 Fax 913-715-2475  
[www.kcata.org](http://www.kcata.org)

I UNDERSTAND that I will be billed for an entire month's future scheduled service. If I choose to cancel a trip, I will still be charged for that trip and no refunds or credits will be issued.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Participant

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Parent/Guardian

### **Premium service will begin 30 days after requested service**

The premium charge will be in addition to your one-way trip fare. For regular fare riders, the premium service charge is an additional \$1.00 per one-way trip. For reduced fare riders, the premium service charge is an additional 50¢ per one-way trip (\$3.70 within Johnson County). For individuals that choose to participate in this premium service, monthly statements will be mailed to you on or before the end of the month and payment is due by the 15th of the month prior to the service delivery. Charges will vary depending on how many days in each calendar month. Pre-payment is required if you opt for this service and payment must be received before service can begin. Premium service works as follows:

1. Once you have signed up to participate, you will receive a confirmation letter with your trip schedule and pick-up times, and your first monthly bill for service to be paid immediately. **Premium services require paying one month in advance for services.** (If payment is not received, we will delay the start time of premium service.) Thereafter, payment is due by the 15<sup>th</sup> of each month. Premium riders pre-pay for their transportation. If you choose to cancel the trip, you will still be charged for that trip. No refunds or credits will be issued.
2. Each month you will receive an invoice for the next month's transportation. The payment (Payable to Johnson County Transit) is due by the 15th of the month. **If your account becomes 30 days past due, you will receive a warning letter stating the amount due and owing. If payment is not received, Premium Services Special Edition reserves the right to cancel Premium Services without notice.** SE Premium Service payment must be paid on time to remain in the both the Premium Service program and to continue access to other Special Edition services. Please mail your monthly payment to:

Payable to: JOHNSON COUNTY TRANSIT  
Mail to: KCATA – FINANCE DEPT.  
1200 E 18<sup>th</sup> Street  
Kansas City, MO 64108

3. You will no longer have to call to request your ride reservation with premium service. Your reservation will automatically be updated without any phone calls. However, you will still be responsible to call to cancel any unwanted trips. Premium riders will still be expected to follow Special Edition no-show and cancellation policies. Failure to do so will result in no-show penalties and/or suspension from the service.
4. If you need to make any changes to premium services, such as address changes, time changes, or to cancel premium services, please contact Chrissy Kramer at 913-782-8382.