

**ASHCROFT-CLINTON-TNRD AREA "I" PARA TRANSIT SYSTEM
REQUEST FOR SPECIAL GROUP TRIP OR SPECIAL TRANSIT SERVICE APPLICATION FORM**

*Please complete the following and submit this form to the Village of Ashcroft for consideration and approval.
Please print clearly. Please submit your request 14 days prior to event.*

CONTACT PERSON: _____ PHONE NO: _____

GROUP SPONSORING USE: _____

GROUP USING BUS (IF DIFFERENT): _____

BILLING ADDRESS: _____

DATE REQUIRED: _____ PICK UP POINT: _____

DEPARTURE TIME: _____ RETURN TIME: _____

PURPOSE (BRIEF DESCRIPTION OF EVENT, INCLUDING DESTINATION): _____

ESTIMATED TOTAL KMS: _____ ESTIMATED NO. OF RIDERS: _____

I/We have read, acknowledge, understand and accept the Para Transit Service Policy (copy on reverse of this form) for use of the Ashcroft-Clinton-TNRD Area "I" transit bus.

Signature of Applicant

Date Submitted

Village of Ashcroft approves/denies (state reason) for the above request:

Signature of Ashcroft Authority

Date Approved & Forwarded to BC Transit

Date Request is Confirmed by BC Transit

Date and Method used to confirm with applicant

OFFICE USE ONLY

PICK UP POINT: _____ TIME: _____

DROP OFF: _____ TIME: _____

ODOMETER OUT: _____ ODOMETER IN: _____ TOTAL KMS: _____

TOTAL DRIVER HOURS: _____ DRIVER COMMENTS: _____

DRIVERS SIGNATURE: _____



USE OF TRANSIT BUS OUTSIDE OF SCHEDULED HOURS

The Ashcroft – Clinton – TNRD Area “I” Para-Transit System is available for Special Group Trips or Special Transit Service requests by service clubs, agencies and other groups for community events and activities.

To request this service interested parties are required to complete the application form and submit it to the Village of Ashcroft as follows:

Via fax: 250-453-9664
Via email: kristine@ashcroftbc.ca

Applications will then be reviewed and approved/denied by the Village of Ashcroft on an individual basis in conjunction with the Special Group Trips and Special Transit Services Policy. Once approved, the Village of Ashcroft will forward the approved application to BC Transit for their review. Upon approval, BC Transit will liaise with the operator, Yellowhead Community Services, to determine that sufficient resources are available to perform the request. You will then be advised by the Village of Ashcroft that the Special Group Trip or Special Transit Service is approved.

Once the service has been performed you will be invoiced by the Village of Ashcroft for the total cost of the trip at \$67.50/hour. Requested service is a minimum of two hours and then will be invoiced in one-half hour increments thereafter. Invoices are due and payable upon receipt.

The requests should be made a minimum of fourteen (14) days in advance however we will endeavour to accommodate requests made with less notice.