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# DESIGN YOUR AGENCY'S EMERGENCY RIDE HOME

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Check the boxes below for those conditions you have for your Emergency Ride Home (ERH) program. In some cases, you also will be asked to enter a value or circle one of several options.

## 1. ERH MAY BE USED ONLY FOR THESE PURPOSES

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- Personal illness
- Family emergency (e.g., sick child)
- Prescheduled medical appointments
- Unscheduled overtime
- Scheduled overtime
- Trip from work to home
- Trips from work to intermediate stop (e.g., pick-up child)
- Trips from work to intermediate stop to home
- Home to work
- Bad weather
- Errands
- Carpool or vanpool driver's unscheduled absence (e.g., driver out sick)
- Carpool or vanpool driver's scheduled absence (e.g., driver out on vacation)
- Carpool or vanpool driver left without me
- Missed bus
- Other \_\_\_\_\_

## 2. ELIGIBLE MODES

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- Carpool
- Vanpool
- Transit
- Walk
- Bike
- Other \_\_\_\_\_

### 3. ERH RULES

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- You may use the ERH program up to \_\_\_\_ [enter number] times per enrollment year.
- Unused trips [DO or DO NOT] (circle one) carry over to the next enrollment period
- Up to \$\_\_\_\_ [enter number] of the trip fare is paid by our agency. If the fare exceeds this amount, you must pay the difference.
- You must use a non-single occupancy vehicle \_\_\_\_ [enter number] times per week to be eligible to use the ERH
- Gratuities [CAN or CANNOT] (circle one) be part of the fare
- You must use a pre-authorized provider (e.g., taxicab company, car rental company, etc.)
- You may use any authorized taxicab company
- Trips must originate in this area \_\_\_\_\_ (e.g., list city, county, TMA service area, or employer)
- Trips must end in these area(s) \_\_\_\_\_ (e.g., list city, county, TMA service area, or employer)
- Preregistration is required
- User pays and is reimbursed OR Service provider bills TDM agency (circle one)
- Hours of service are \_\_\_\_\_
- COMMUTER/EMPLOYEE TRANSPORTATION COORDINATOR/OTHER \_\_\_\_ (circle one) arranges the ERH with the vendor
- Other \_\_\_\_\_

### 4. SUBMITTED BY

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- Name \_\_\_\_\_
- Organization \_\_\_\_\_
- Email \_\_\_\_\_