

# Youth Transportation Request SY 22-23



Please complete the following requested information to request a seat for transportation with Alamo Regional Transit (ART). ART operates service within the 2 mile radius that the regular school bus system does not transport. Once information is submitted, ART will verify address. ART will notify you within 3 business day, if Youth Transportation Request is approved or denied. Please keep in mind that our service is first come, first serve. Our Control Center is available from 7am-6pm, Monday through Friday, at 1-866-889-7433 for any questions about our service or email/call Doris Martinez, Mobility Coordinator at [dmartinez@aacog.com](mailto:dmartinez@aacog.com) or 210-970-9736.

## Service Requirements

- **Please submit a completed form for each child**
- Passengers must be between the ages of 5 and 18 years old
- Distance between pick-ups and drop-offs cannot exceed 2 miles
- Must reside in our 12 county region: Atascosa, Bandera, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, McMullen, Medina, and Wilson
- Qualifying schools and seating are limited, please verify availability before submitting transportation request

## Requested information for Youth Transportation:

Please mark X: Pick-up & Drop-off: \_\_\_\_\_ Pick-up ONLY: \_\_\_\_\_ Drop-off ONLY: \_\_\_\_\_

Beginning Date: \_\_\_\_\_ Ending Date: \_\_\_\_\_

Child First Name: \_\_\_\_\_ Child Last Name: \_\_\_\_\_

DOB: \_\_\_\_\_

School Name: \_\_\_\_\_ School County: \_\_\_\_\_

Morning Pick-up Time: \_\_\_\_\_ Morning Drop off Time: \_\_\_\_\_

Morning Pick-Up Address: \_\_\_\_\_ Morning Drop off Address: \_\_\_\_\_

Afternoon Pick-Up Time: \_\_\_\_\_ Afternoon Drop off Time: \_\_\_\_\_

Afternoon Pick-Up Address: \_\_\_\_\_ Afternoon Drop off Address: \_\_\_\_\_

## Parent/Guardian's Information:

Parent/Guardian name (Please print): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip \_\_\_\_\_

Code: \_\_\_\_\_

Primary telephone number: \_\_\_\_\_ Secondary telephone number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

## In case of incident or emergency who can your child be released to:

Name (Please Print): \_\_\_\_\_ Phone#: \_\_\_\_\_

Name (Please Print): \_\_\_\_\_ Phone#: \_\_\_\_\_

## Rules for Riding

- The parent/guardian understands and agrees that under no circumstances is Alamo Regional Transit or Alamo Area Council of Governments liable for any accidents, incidents or losses. Parent/Guardian further agrees to hold harmless all employees of Alamo Regional Transit or Alamo Area Council of Governments and to indemnify them from any findings pursuant to this contract
- The Alamo Regional Transit service is not part of the local Independent School District Transportation program; therefore the School District cannot endorse or approve our service
- Children will only be taken to and/or picked up from the pre-determined origin and destination agreed by the parent/guardian and ART
- The ART driver will wait no longer than ten (10) minutes after the agreed upon pick-up time
- Only the children listed on the Driver’s Log will be allowed to ride
- ART will drop-off the child at the drop off location and will not be verifying that a person is there to receive the child. Parents/Guardians are responsible to ensure a responsible party is available to release and/or receive the child.
- Children are defined as unaccompanied passengers between the ages of 5 and 18
- No eating or drinking is allowed in the vehicle
- Children must sit in their seat and wear their safety belt securely around their waist at all times
- For safety reasons, children must keep all personal items (including toys) in their book bag on their lap
- Children should not distract the driver while the vehicle is in motion
- Disciplinary issues, based on severity, may be resolved in the following manner:
  - Letter will be sent to the parent/guardian
  - Conference with Area Supervisor, Driver and Parent(s)
  - Termination of transportation privileges

Alamo Regional Transit reserves the right to cancel this agreement by giving said party thirty (30) days written notice.

## Payment/Transportation Options

Payments must be made prior to the start of transportation. If you choose the monthly payment option, payments must be made by the 15th of the current month. Once transportation has been verified via e-mail, there will be a link included for payment for your child/children and a Client ID# provided to link payments to child accounts.

## Transportation Options\*

Please select what transportation you are requesting for your child.

<input type="checkbox"/> After school Only (Year) -\$240.00	<input type="checkbox"/> Before school Only (Year) -\$240.00	<input type="checkbox"/> Before & After school (Year) - \$480.00
<input type="checkbox"/> After school Only (Semester) - \$127.50	<input type="checkbox"/> Before school Only (Semester) \$127.50	<input type="checkbox"/> Before & After school (Semester) - \$255.00
<input type="checkbox"/> After school Only (Month) -\$30.00	<input type="checkbox"/> Before school Only (Month) -\$30.00	<input type="checkbox"/> Before & After school (Month) - \$60.00

**Payment Reminders:** Payments at this time will be processed by Laura Ortiz, ART Billing Technician. Please contact Laura by email [lortiz@aacog.com](mailto:lortiz@aacog.com) , or text/call 210-717-7696 to make payments.

**By checking the box below you agree that everything on the form is correct and you have read and understand the Rules for Riding.\***

**I Agree**

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_ Date: \_\_\_\_\_