



## REDUCED FARE PROGRAM FOR MINORS AGED 6 THROUGH 18

### I. ABOUT THE PROGRAM

If you are between the ages of 6 through 18 you can receive a minor's photo identification card. The card will allow you to ride GRTC's local, fixed-route bus routes for 75 cents, and qualify for the reduced fare passes. When you ride the bus, you will need to show your photo ID card.

Reduced fare is not available on express routes.

### II. HOW TO OBTAIN A REDUCED FARE MINOR CARD.

1. Complete the entire application.
2. Mail the original application, **including photo**, to the address listed below.
3. Attach a **copy** of the document that certifies you are between the ages of 6 through 18.
4. If you are approved, you will receive your identification card by mail.
5. There is no charge for your first card. Card is valid for five years or until the 19<sup>th</sup> birthdate, whichever occurs first. The expiration date will be printed on the card.

### III. CERTIFICATION PROCESS

1. GRTC reserves the right to make the final determination as to an applicant's eligibility.
2. Please allow at least 10 business days for processing.
3. The application must be filled out completely for processing to occur. Incomplete applications will be returned.
4. Applications are not accepted via fax or photocopy.

If you have any questions concerning the application or the service, please contact the Customer Service Center at (804) 358-GRTC (4782).

**Mail completed applications to:** Eligibility Coordinator  
GRTC Transit System  
301 East Belt Boulevard  
Richmond, VA 23224

**For Office Use Only:**

ID # \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Date Issued: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Denied by: \_\_\_\_\_ Date: \_\_\_\_\_

**PART I. GENERAL INFORMATION**

Name: _____			Female: <input type="checkbox"/> Male: <input type="checkbox"/>
Last	First	Middle Initial	
Street Address: _____		Apt./Bldg#: _____	
City: _____	State: _____	Zip Code: _____	
County of Residence: _____		E-Mail Address (optional) _____	
Mailing Address (if different from above): _____			
Home Phone: _____		Work Phone: _____	
Social Security Number: <b>000-00-_____</b> (Last 4 digits only)		Date of Birth: _____	

To obtain a Minor identification card, you must show proof of your age by submitting a copy of one of the following:

Birth Certificate \_\_\_\_\_

DMV Photo ID Card \_\_\_\_\_

Student Photo ID Card with Birthdate \_\_\_\_\_

Passport \_\_\_\_\_

**PART II. PHOTOGRAPH REQUIREMENTS**

Attach Photo Here  
Or  
Email Photo to  
ADAPhoto@ridegrtc.com

Attach a color photo to the box at left.  
Photo should be no smaller than 2"x2".

Photo must be from the shoulders up.

Face must be clearly visible (no sunglasses, or hats that obstruct the face).

Photos cannot be returned.

**PART III. TERMS & CONDITIONS**

Reduced Fare Minor card must be shown to the operator when boarding the bus.

Reduced fare is not available on express routes.

GRTC reserves the right to confiscate a Reduced Fare card that has been used improperly. A confiscated card will not be returned or replaced.

Your first identification card is free. In the event your card is lost or stolen, replacement cards are \$5.00 each. No additional cards will be issued after the third one until a review of your replacement history is conducted by a GRTC representative. If a replacement card is not issued, you may reapply upon the expiration date of your card.

**PART IV. APPLICANT CERTIFICATION**

I agree to the terms and conditions as set forth above.

I certify to the best of my knowledge and ability, the information in this application is true and correct.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If you are a minor, please also provide the following information.

Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

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

Legal Guardian \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Signature of Legal Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**Please do not fax your application – we can only accept an original.  
Incomplete applications will be returned.  
Please allow a minimum of 10 business days for processing.**

**Send completed applications to:**

**Eligibility Coordinator  
GRTC Transit System  
301 East Belt Boulevard  
Richmond, VA 23224**