

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY (RTA)/TRI-RAIL  
Employer Discount Program (EDP) Application**

Company Name \_\_\_\_\_

Primary Location (street address) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Mailing Address (if different from above) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Type of Business \_\_\_\_\_ Director of Human Resources \_\_\_\_\_

Contact Person \_\_\_\_\_ Title \_\_\_\_\_

Phone Number \_\_\_\_\_ Ext. \_\_\_\_\_ Fax \_\_\_\_\_

E-mail \_\_\_\_\_ Number of Employees \_\_\_\_\_

Train Station (nearest to primary location) \_\_\_\_\_

**Please Note:**

**You must specify all business locations covered under this agreement in the tri-county area, otherwise only the employees based at the primary location will be eligible for the discount (include any contact person, physical address and phone number or information for additional location and attach extra sheets, if necessary).**

Contact Person \_\_\_\_\_ Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone Number \_\_\_\_\_ Ext. \_\_\_\_\_

Do you wish to subsidize employee tickets?.....Yes \_\_\_ No \_\_\_ How much per ticket \$ \_\_\_\_\_

Does your company allow flextime  
(flexible window of arrival and departure time)?.....Yes \_\_\_ No \_\_\_

Does your company currently have a Pre-Tax,  
Transit Commuter Benefit Program?.....Yes \_\_\_ No \_\_\_

Would you like more information on starting a  
Pre-Tax, Transit Commuter Benefit Program?.....Yes \_\_\_ No \_\_\_

Please provide us with the most common work hours or shifts (i.e. 8:00 a.m. – 5:00 p.m.).

1. \_\_\_\_\_ until \_\_\_\_\_ 2. \_\_\_\_\_ until \_\_\_\_\_

\_\_\_\_\_  
Signature of Authorized Representative Date

*RTA/Tri-Rail Administrative Use*

\_\_\_\_\_  
Signature of EDP Coordinator Date

Reviewed/processed by \_\_\_\_\_ Account Number \_\_\_\_\_

**SOUTH FLORIDA REGIONAL TRANSPORTATION AUTHORITY (RTA)/TRI-RAIL  
Employer Discount Program (EDP) Agreement**

This agreement is between the South Florida Regional Transportation Authority (RTA)/Tri-Rail and \_\_\_\_\_  
\_\_\_\_\_ "Employer" for RTA/Tri-Rail's Employer Discount Program (EDP). In  
exchange for establishing and implementing the transit Program, your employees will be eligible for a twenty-five (25) percent  
discount on RTA/Tri-Rail Monthly and 12-Trip tickets.

1. The "Employer" agrees to participate and promote the RTA/Tri-Rail Employer Discount Program (EDP) and will comply with and execute all procedures and policies established by RTA/Tri-Rail relating to the Program. RTA/Tri-Rail will provide all necessary marketing tools and techniques to "Employer."
2. The "Employer" agrees to assign an on-site contact person to administer the Program within your organization. This contact person will need to be responsible for the overall operation of the Program and agrees to:
  - Motivate and promote RTA/Tri-Rail as an alternate commuter option;
  - Distribute EDP Employee Brochure and Application to company employees interested in commuting;
  - Verify employees' participation annually;
  - Supervise distribution and updating of employees' EDP ID Cards; and
  - Select promotional method as outlined in #3 of this agreement.
3. The "Employer" agrees to select several options listed below to promote the transit Program:  
*(Check all that are applicable)*
  - Provide RTA/Tri-Rail information in all new employees' benefit packages.
  - Show EDP video or compact disc at company orientation meeting for new employees (video and compact disc provided by RTA/Tri-Rail).
  - Poster advertisements in places seen frequently by employees' (i.e. cafeteria, garage, elevator, etc.). EDP Poster provided in Employer Packet and additional posters provided upon request.
  - Provide updated transit articles in company newsletter.
  - EDP e-mail or voicemail notices.
  - Paycheck stuffer inserts (stuffers provided by RTA/Tri-Rail with company name, contact person and contact phone number).
  - Notification on company's website or intranet.
  - Conduct yearly commuter transit survey (survey provided by RTA/Tri-Rail).
  - Special transit promotional days with RTA/Tri-Rail staffed display (to encourage alternative commuting options).
  - RTA/Tri-Rail Management Presentation to employer and employees.
4. The terms of this RTA/Tri-Rail EDP Agreement go into effect immediately and any changes to the Agreement must be approved in writing by the parties below.
5. This Agreement will be effective upon signature of both parties and will remain in effect until superseded by any future Agreement. The "Employer" or RTA/Tri-Rail may terminate this Agreement by giving either party thirty (30) days written notice. The Employer Discount Program (EDP) and its requirement, fares and discounts are subject to change.
6. This Agreement shall not be assigned, transferred, pledged or otherwise encumbered without the prior written approval of RTA/Tri-Rail.
7. The discount is valid only as long as the "Employer" and employees meet Program requirements.

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Authorized Signature

Date

*RTA/Tri-Rail Administrative Use*

EDP Coordinator

Date