

**CONTRA COSTA CENTRE ASSOCIATION
BUS TRANSIT SUBSIDY PROGRAM
APPLICATION**

PLEASE PRINT

Email (required) _____

Name _____

Employer _____

Work Address _____

Work Phone Number (925) _____

Home Address _____

Home Phone Number (____) _____

THE EMPLOYEE AGREES AND UNDERSTANDS THAT:

1. The applicant of the bus subsidy program must be an employee of a Contra Costa Centre Transit Village participating building **and take bus transportation a minimum of three times per week**. Participating buildings are: 2999 Oak Road, Pacific Plaza, PMI Plaza, Station Plaza, Urban West, 3000 Oak, Bank of the West, John Muir Health, Treat Towers, Treat Plaza, Renaissance ClubSport and Embassy Suites.
2. Employees must sign this Bus Transit Subsidy program application verifying that the bus ticket will only be used for the employee's sole purpose of commuting from their residency to their worksite at one of the **participating** buildings at the Contra Costa Centre.
3. Employees must not be receiving any other commute alternative subsidy from any other Contra Costa Centre programs.
4. Employee agrees to inform the CCCA within five (5) working days if there is any change in employment, or be subject to repayment of subsidy(ies) to CCCA, including penalties and interest thereon.
5. Tickets will be available in the lobby of 1350 Treat Blvd., Walnut Creek on **Tuesdays only between 11:30am and 1:00pm.**
6. Employees who fail to pick up for one month will be dropped from the program and the next available person on the waiting list will be called.
7. At time of registering for the bus program, employee must present a valid form of identification and proof of their current employer.
8. The CCCA Transit Subsidy Program is strictly voluntary. By signing this form, employee hereby releases and holds CCCA harmless from any and all liabilities, claim demands, damages and/or costs incident to or arising out of commuting by public transit.
_____ **employee initial**

I HAVE READ AND AGREE TO THE FOREGOING:

Signature of Employee

Date