

## Unaccompanied Youth Rider Registration

(Clinton Transit is an Open Door Service, not exclusive school transportation)

Rider's Name: (First) \_\_\_\_\_ (Last) \_\_\_\_\_

Nickname \_\_\_\_\_

Birth date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Gender:  Male  Female  Prefer not to answer

Home Address: \_\_\_\_\_ Apt/Lot# \_\_\_\_\_

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

Additional Accommodations Needed (Ex. Use of lift, wheelchair securement, visual assistance): \_\_\_\_\_

Custodial Adult(s) Name(s): \_\_\_\_\_

Preferred Contact Name: \_\_\_\_\_ Home/Cell: (\_\_\_\_) \_\_\_\_\_

Alternative Contact Name: \_\_\_\_\_ Home/Cell: (\_\_\_\_) \_\_\_\_\_

### **Secured Pin Number (REQUIRED)**

**(Pin numbers must be no more than 4 characters long and may contain numbers, letters, or a combination of both numbers and letters)**

### Emergency Contact Information:

Name: \_\_\_\_\_ Relationship \_\_\_\_\_

Home/Cell: (\_\_\_\_) \_\_\_\_\_ Work: (\_\_\_\_) \_\_\_\_\_

Daycare Providers Name: (First) \_\_\_\_\_ (Last) \_\_\_\_\_

Daycare Providers Address: \_\_\_\_\_

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

Daycare Providers Phone Numbers: Business Phone: (\_\_\_\_) \_\_\_\_\_ Cell: (\_\_\_\_) \_\_\_\_\_

**THERE MUST BE SOMEONE PRESENT WITH THE CHILD AT THE TIME OF PICK-UP AND TO RECEIVE THEM AT DROP-OFF.**

Please initial here \_\_\_\_\_ if the minor can be dropped off without an adult present.  
Operator will wait until the minor enters the house or business.

### RIDE INFORMATION

Service may not begin until two (2) weeks **after** the completed registration form is received by Clinton Transit, unless approved by Clinton Transit staff. It is the **responsibility** of the Parent / Guardian to confirm availability of transportation services and pick-up times for each minor child.

Will these rides be recurring / subscription rides? (Same day, time, place every week)  Yes  No

What day(s) are rides needed? Check all that apply:  Mon  Tues  Wed  Thurs  Fri  Sat

What date do the rides need to begin? \_\_\_\_\_

**Pick-up Location:** \_\_\_\_\_ **Time:** \_\_\_\_\_

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

**Drop-off Location:** \_\_\_\_\_ **Time:** \_\_\_\_\_

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

Is a return ride needed?  Yes  No Will this be a recurring / subscription ride?  Yes  No

Time rider needs to be picked-up: \_\_\_\_\_

Pick-up Location: \_\_\_\_\_ Address: \_\_\_\_\_

Drop-off Location: \_\_\_\_\_ Address: \_\_\_\_\_

Appointment time for Drop-Off location (if needed): \_\_\_\_\_

**CANCELLATION AND NOTIFICATION POLICY:** Scheduled rides must be cancelled one (1) hour prior to the scheduled pick-up window. This includes, but is not limited to, school calendar, school cancellations, etc. *If there is a change in the school end-of-day schedule (ie. half days, early releases), we must be notified by a parent or guardian 48 hours ahead and notified of any drop-off changes. A Late Cancellation / No Show fee will be charged and due by the next ride for all trips not cancelled 1 hour before the scheduled pick-up window or if the ride is a no show. See the No Show policy for more information.*

Exception to this policy will be an automatic cancellation of rides for the week between the Christmas and New Year's Day holidays. Clinton Transit is a public transportation service provider, not exclusive to school transportation. Clinton Transit is not affiliated with any school district for direct transportation services.

Acknowledge and understand the above policies: \_\_\_\_\_

Signature of Custodial Adult

**OFFICE USE ONLY**

Clinton Transit Employee accepting this form: \_\_\_\_\_

Information entered into Ecolane by: \_\_\_\_\_ Date Rides Generated: \_\_\_\_\_