

02/03

Senior Center
Special Request Form

Center Manager is to complete and send/fax to USTA no later than 5 working days prior to requested service. Actual lists must be received by 10:00 am 2 working days prior to requested service.

Center: _____ Trip Date: _____

Pick-Up Location: _____

Destination: _____

Requested Deliver Time: _____

Requested Return PU Time: _____

Estimated Number of Riders: _____

Trip is in lieu of going to site: _____ Yes _____ No

The Center is Open: _____ Yes _____ No

Date Center Manager needs to be notified of pick-up times: _____

USTA Staff will review the request, complete the information below, call the Center Manager for approval of the price and send/fax this form back to the Center Manager for confirmation. Every effort will be made to complete this the day the request is received.

Trip in lieu of going to site (AAA203 or AAASP203)

	<u>Full Fare</u>	<u>15% Co-Pay</u>		<u>Client</u>
Over 2 mile, within 10 _____	7.00	1.05-1.05	=	.00 + 2 P
Over 10 mile, within 14 _____	8.50	1.30-1.05	=	.25 + 2 P
Over 14 mile, within 18 _____	10.50	1.60-1.05	=	.55 + 2 P
Over 18 mile, within 25 _____	16.50	2.50-1.05	=	1.45 + 2 P
Over 25 mile, within Service _____	19.50	2.95-1.05	=	1.90 + 2 P

Trip not sponsored by AAA (PUB203)

	<u>Full Fare</u>	<u>15% Co-Pay</u>		<u>Client</u>
Over 2 mile, within 10 _____	7.00	1.05	=	1.05
Over 10 mile, within 14 _____	8.50	1.30	=	1.30
Over 14 mile, within 18 _____	10.50	1.60	=	1.60
Over 18 mile, within 25 _____	16.50	2.50	=	2.50
Over 25 mile, within Service _____	19.50	2.95	=	2.95

Full Fare: _____ Agency Share: _____ Client Share: _____

Billing Agency: _____

Date Quoted to AAA Rep: _____ Name of AAA Rep: _____

Name of USTA Rep: _____

Date Confirmation Sent/Faxed back to Center: _____