

## What is the MaricopaXpress Ticket & Subsidy Program?

In an ongoing effort to improve air quality in the Valley, the State of Arizona has provided for and implemented a bus subsidy program for state employees working in Maricopa County. The State's official public transportation subsidy program is administered through Valley Metro's Bus Card Plus program. With the recent growth in outlying communities, the City of Maricopa has begun operating a public bus route that services downtown Phoenix. Many state employees are riding this bus and have asked how the State's bus subsidy program might be expanded to include this new route.

Capitol Rideshare is pleased to announce that the State of Arizona and the City of Maricopa have worked together to establish the MaricopaXpress Ticket and Subsidy Program as a means of providing the dollar equivalent of a Bus Card Plus subsidy to state employees riding the MaricopaXpress. Since the State's bus subsidy program provides a per ride subsidy up to a monthly maximum, a similar system needed to be developed for the MaricopaXpress.

MaricopaXpress route, schedule, and fare information can be found online at <http://www.maricopa-az.gov>.

If this route works for you, complete this application and return it to Capitol Rideshare. Capitol Rideshare will issue you books of 48 one-way tickets on an as needed basis. Each time you use a ticket on the MaricopaXpress, the cost of your ride, minus any available subsidy, will be deducted from your paycheck on a pre-tax basis the following month. For current bus subsidy information, call 602-542-RIDE.



## How Does It Work?

Fill out the application in this brochure. We will process your application and then issue you your first book of MaricopaXpress Tickets. There is no initial charge for these tickets. You are only charged for each ticket that you use. Each time you board the MaricopaXpress, present your ticket to the bus driver. Your ticket will be collected and billed to you, minus applicable subsidy, as a pre-tax payroll deduction the following month. The employee is responsible for any lost tickets that are used at a later date. The total monthly bus subsidy available will be equal to the dollar value of the most expensive Bus Card Plus subsidy offered at that time. If you ride the MaricopaXpress in addition to riding a Valley Metro bus or light rail train, your Valley Metro subsidy will be paid first and any remaining subsidy amount will be applied toward your MaricopaXpress expenses. The balance of your expenses will be payroll deducted.

## Who Is Eligible?

Currently, all non-university state employees working in Maricopa County are eligible.

The program offers an outstanding opportunity to help improve the air quality in the Valley, reduce traffic congestion and stress, save you money, and let you ride in style! The MaricopaXpress Ticket & Subsidy program allows you the convenience of having the cost of your commute, minus the available subsidy, deducted from your paycheck as a pre-tax deduction. Whether you are an everyday rider or an occasional rider, the program can work for you!

**Capitol Rideshare**  
100 N. 15th Ave #431  
[www.capitolridesshare.com](http://www.capitolridesshare.com)  
602.542.RIDE

This information is available in alternate formats by calling 602.542.7433.



Ticket & Subsidy Program

Information and Application for  
State of Arizona Employees



**Capitol Rideshare**  
[www.capitolridesshare.com](http://www.capitolridesshare.com)  
602.542.RIDE

# MaricopaXpress SUBSIDY APPLICATION

Application and Payroll Deduction Authorization for MaricopaXpress Bus Tickets and Subsidy

PLEASE PRINT

AGENCY ID \_\_\_\_\_ AGENCY \_\_\_\_\_

EMPLOYEE IDENTIFICATION NUMBER (EIN) \_\_\_\_\_

EMPLOYEE NAME \_\_\_\_\_

WORK TELEPHONE \_\_\_\_\_

AGENCY MAILING ADDRESS \_\_\_\_\_

CITY/RM#/MAIL DROP \_\_\_\_\_

Do you currently have a Bus Card Plus Card? Yes No (circle one)



**By signing below, I agree to abide by the following regulations of MaricopaXpress Bus Subsidy and the State of Arizona:**

1. MaricopaXpress Bus Tickets are to be used ONLY by the employee to whom they are issued. Improper use includes allowing anyone else, other than the employee to whom the tickets were issued, to use a ticket.
2. Your use of a MaricopaXpress Bus Ticket is to be used ONLY for trips to and from work with a State agency, board, or commission.
3. The employee is liable for charges incurred with their MaricopaXpress Bus Tickets. The tickets should be secured as if they were a credit card.
4. An employee who requests a replacement book of MaricopaXpress Bus Tickets to replace lost Tickets will be charged \$5.00 on a payroll deduction.
5. Upon termination of employment with the State, your unused MaricopaXpress Bus Tickets must be surrendered. Final charges for Tickets used will be deducted from the employee's final pay.
6. Employees must work in Maricopa County to be eligible. Employees of State universities and the State Compensation Fund are not eligible.
7. The State may change MaricopaXpress Bus Subsidy policies and procedures from time to time and will notify participants. Your use of a MaricopaXpress Bus Ticket after receiving notice of change will indicate your agreement to the change.
8. Employees who violate these rules will be subject to disciplinary action.

**Please read and sign the agreement to the right.**

**Did you know that if you ride the bus to work at least two times per week, you are eligible to join the Commuter Club? It is free, fun, and will save you money. You receive your own discount card to save at restaurants and businesses in the Valley as well as exclusive other benefits. It also includes an emergency ride home (certain restrictions apply).**



\_\_\_ YES, SIGN ME UP! I'm ready for my free membership!

\_\_\_ No - not sure how many days I will ride the bus.

***Please return this application to:***

**Capitol Rideshare Ticket and Subsidy Program  
100 N. 15th Avenue #431 Phoenix 85007 Interagency**

I have received, read, and agree to comply with the policy governing MaricopaXpress Bus Subsidy. I further authorize the Department of Administration to hold from moneys due me, all applicable charges incurred through use of MaricopaXpress Bus Tickets issued to me. I understand this authorization will remain in effect until all charges have been recovered and any unused MaricopaXpress Bus Tickets have been returned to the Department of Administration.

**X** \_\_\_\_\_

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

Employee's Signature

This information is available in alternate formats by calling 602.542.RIDE.