

**River Cities Public Transit**  
**1600 E. Dakota Ave.**  
**Pierre, SD 57501**  
**(605) 945-2360**

**OFFICE USE ONLY**

FARE TAKEN:  
 FARE CARD MADE:  
 SPREADSHEET:  
 SOFTWARE:

## Rider Registration Form

Today's Date:		Date to begin riding:	
Passengers Last Name:		First:	Middle:
Street Address:		Birth Date:	Age: Male or Female?
City:	State:	Cell Phone:	Home Phone:
Walk-On or Use of Mobility Device?		Ethnicity: Caucasian/ Hispanic/ African Am/ Native Am/ Other	
Medicaid Number:			
Additional Comments:			
Is it ok to drop off child unattended(no parent or guardian needs to be home to accept the child)?		Is it ok for child to make changes to schedule (Does not pertain to children 4 and under)?	
<b>LEGAL GUARDIAN</b> (THIS WILL BE THE PERSON WE CONTACT WITH ANY ISSUES)			
Name:		Address:	
Home Phone:	Cell Phone:	Work Phone:	
E-Mail Address:			
Employer:		Employer Address:	
<b>In Case Of Emergency</b>			
Name of Local Friend or Relative:			
Relationship to Passenger:	Home phone:	Cell Phone:	

## Passenger and/or Legal Guardian Please Read and Initial

I hereby acknowledge that River Cities Public Transit has a no refund policy on ALL fares. Lost fare cards will cost an extra fee to make another one although the original fare will still be attached to the name of the client.	
I understand that lack of payment will cause interruption in service.	
I understand that payment is to be made either in advance or upon boarding the bus.	
I understand that I need to pre-schedule (by 9pm the night before) to receive discount rates.	
I understand RCPT's no show policy(I may incur additional fees & 3 no shows in a row will cancel my standing).	
I understand that any cancelations must be made a minimum of 1 hour prior to requested pick up times.	
I understand that altering a prescheduled ride must be made by 9pm the day before or I risk paying the same day fare.	
I understand that I am responsible for updating my personal information as needed(i.e. change of address or phone number).	
I understand any misconduct on the bus will result in a warning and a parent or guardian will be notified. If the problem persists the rider will be suspended from riding. The length of suspension will depend on the seriousness of the misconduct. <b>BULLYING WILL NOT BE TOLERATED!</b>	
I understand that RCPT reserves the right to refuse service.	
I understand that RCPT is committed to providing NON-discriminatory service & that I may call the office with concerns.	
I understand that as a parent/guardian if I'm not outside when RCPT drops off child, child will be taken to RCPT office unless otherwise given permission to drop off unattended. After 3 times of this occurring local authorities will be notified.	
If child damages bus, Parent/ Guardian is responsible for damages.	

**The above information is true to the best of my knowledge.**

<b>Parent/ Guardian Signature</b>	<b>Date:</b>
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