



Oakcrest Café Transportation Application

Letter Of Understanding/Service Agreement

- I am an Encinitas resident in the 92024 or 92007 zip codes.
- I verify that I am 60 years of age or older.
- I do not have a driver's license.
- Transportation is to and from lunch at the Senior Center only.
- Van transportation is on a first come first serve basis.
- Transportation requests must be called into the lunch reservation line by 12:00pm one day prior.
- Van service is curb-to-curb. Drivers do not go to the door.
- Transportation and/or lunch requests made through the driver are not accepted.
- Tipping is NOT allowed.
- Payment for service is a suggested donation of \$2 round-trip.

Please fill out completely:

Name: _____ Birthdate: ____/____/____

Address: _____

City/State/Zip: _____ Phone: _____

Local Emergency Contact _____ Phone: _____

Nearest relative NOT living with you: Name: _____

Relationship: _____ Phone: _____

Address: _____ City/State/Zip: _____

Physician: _____ Phone: _____

Location: _____ Insurance Provider: _____



Please complete the following information:

1. Do you live alone? YES NO If no, list number of people in residence: _____
2. Can anyone in your home drive for you? YES NO
3. Can you enter and exit the van independently? YES NO
4. Are you eligible or currently enrolled in the LIFT (ADA) program? YES NO
*For more information, or to apply for LIFT, please call 877-232-7433 or adaride.com
5. Reason why you cannot use public or other transportation: _____
6. How did you hear about our transportation program? _____

Please read, initial, and sign below:

- _____ I understand that the driver is not a caregiver or a personal attendant.
- _____ I understand that transportation is only for going to and from the lunch program.
- _____ I will have a confirmed lunch rsvp on the days I request transportation to/from the Senior Center.
- _____ I understand I must be ready when the driver arrives, and the driver will not return for me.
- _____ I am responsible for entering/exiting the van independently, without assistance from the driver.
- _____ I will wait for the driver to open the door before entering or exiting the vehicle.
- _____ If I am unable to keep my reservation for transportation, I will cancel as soon as possible.
- _____ I understand that if I am not ready when the driver arrives that service may be discontinued.
- _____ I meet all eligibility requirements to participate in this program.
- _____ **I understand any inappropriate use/abuse of the program will result in immediate suspension of services.**

The information that I have provided is true and accurate to the best of my knowledge. I authorize representatives to contact persons whom I have listed on this application, or to make other inquiries as necessary to verify the information that I have provided. I, the undersigned, understand and agree to follow the above conditions for participation in the transportation program. I, myself, and anyone entitled to act on my behalf, waive and release the City of Encinitas, its officers, agents, employees, and volunteers from all claims of liabilities of any kind arising from my participation in the program.

Print Name: _____ Signature: _____ Date: _____

Recreation Supervisor: _____ Date: _____

Passenger Van Rules and Procedures

ELIGIBILITY

- Encinitas resident living in the 92024 or 92007 zip code, who are 60+, with no other means of transportation, and no driver's license. (Please note that eligibility does not constitute rides in the van.)
- Completed application with the Senior Center Manager or Recreation Supervisor's approval signature on file with the City of Encinitas Senior Center.
- Passenger must have a reservation to participate in the Oakcrest Café Lunch Program on the same day that they reserve a ride.

SIGN UP

- Round-trip ride requests must be made by 12:00pm **one business day before you need a ride**. For Monday reservations, you must call by noon on Friday. Please specify you will need a meal and a van reservation.
- Ride requests can be made one week in advance.
- Seats on the van are limited and will be based on a first reserved, first served basis.

DONATION

- The suggested donation for van transportation is \$2 round-trip. The driver is not authorized to accept donations. Donations can be placed in the anonymous contribution box located at the lunch program check-in area.

PICK UP

- Lunch transportation is available at your residence only.
- Pick-up times will vary based on how many other passengers are riding that day.
- An approximate pick-up window (based on daily passenger pick-up locations) can be provided by staff.
- You will be given a 5–10-minute courtesy call when you are next on the route.
- The driver will wait for 3 minutes once he arrives at your residence; you must meet the van at the curb.
- If you are not ready when the driver arrives, you will be marked a no-show and the driver cannot return.

DEPARTURE

- The van driver will depart the senior center following lunch to drop you off at your Encinitas place of residency.
- You will be given an approximate drop-off window, which is determined according to your location.
- Drop-off time will vary from day to day. We do not guarantee drop times.
- If you are not ready when the van is leaving after lunch, you will be responsible for finding your own ride home.

CANCELLATIONS

- If you need to cancel your ride, please call the lunch reservation line at **760-943-2258**, preferably 24 hours in advance. Not cancelling your ride may be grounds for discontinuing future participation in the transportation program.

ADDITIONAL RULES

- You must be able to board and disembark the van independently.
- Seat belts must be properly worn at all times. No exceptions.
- No food or drinks are permitted in the van.
- The City of Encinitas and the Encinitas Senior Center is not responsible for items lost, stolen, or missing in the van.
- Drivers are not allowed to make additional stops.
- The Encinitas Senior Center reserves the right to make changes to the schedule at any time.
- Van service may be cancelled at any time.