



## Vanpool Program

FAST makes commuting more affordable by offering financial incentives for vanpooling in areas where public transportation is neither available nor feasible. Through its partnership with vanpool provider VPSI, the FAST Vanpool Program will provide \$175 per month to newly forming or existing vanpool groups who meet eligibility requirements.\* Contact us for more information or visit FAST on the web at [www.fastpotomacyard.com](http://www.fastpotomacyard.com)

### ***All you have to do is meet the following eligibility requirements ...***

- Driver and at least two (2) riders must work full time within Potomac Yard-Arlington, Monday through Friday
- The vanpool must register with FAST and complete a FAST Vanpool Registration Form
- Van must be leased from a third Party vanpool provider (i.e. VPSI) and lease must be paid and current or have appropriate insurance and licensing to serve as a official vanpool
- The applicant must supply proof that the van is appropriately insured under a commercial Auto Policy or a Vanpool Policy (available from VP provider).
- Enroll in Commuter Connections Guaranteed Ride Home Program
- Van must be driven to and parked in Potomac Yard-Arlington (Vanpools receive 100% off parking)

### ***... and you can get***

- A **FREE** premium FAST travel mug (drivers only) and a **FREE** SmarTrip card for you and your vanpool riders
- \$175 per month to newly forming or existing vanpool groups who meet eligibility requirements
- 50% of the first month lease of newly forming Vanpools paid for by FAST
- **FREE** parking in One and Two Potomac Yard (\$100 a month savings)
- Conveniently located reserved parking near elevators for vanpools in One and Two PY
- *Eligibility for future benefits, incentives, and offerings*

### ***Do you need a vanpool Provider?***

- VPSI is FAST's preferred Vanpool provider. In just over 30 years, VPSI has become the largest private provider of vanpool transportation services in the world. They employ over 130 people; maintain a fleet of nearly 4,000 vans in top condition; and accommodate over 25 million passenger-trips annually.
- ***To start a new vanpool or to join an existing one visit VPSI at [www.vanpoolusa.com](http://www.vanpoolusa.com) or try calling them at 1.800.VAN.RIDE (826-7433)***

*\*If you are rider in a vanpool that has a destination outside of Potomac Yard, you are also eligible for benefits through FAST.*



# Vanpool Program Application

Vanpool #

Primary Vanpool Driver-Coordinator Name | Email | Work Phone

Back-Up Driver Name | Work Phone # | Email

Vanpool Leasing Company

License Plate #

Insurance Policy #

Name of Insurance Company

This is a  new (in existence for three months or less)  existing vanpool

Date Vanpool Started

Max Vanpool Capacity

Current number of Seats Occupied

Vanpool Origin (City | State | Zip Code)

Vanpool Destination

Monthly Lease Cost of Van (gas, tolls, all other costs)

Name of Person Submitting Application if other than Driver (if not the same as Vanpool Driver/Coordinator)

Address

| City | State | Zip

Phone Number

Work and Personal E-Mail

Signature of Person Submitting Application



# Vanpool Program Rider Information

Please list the Names of Additional passengers below:

1 name: _____	2 name: _____
employer: _____	employer: _____
work phone: _____	work phone: _____
work email: _____	work email: _____
Do you currently receive transportation benefits? <input type="checkbox"/> YES <input type="checkbox"/> NO	Do you currently receive transportation benefits? <input type="checkbox"/> YES <input type="checkbox"/> NO
Phone # of HR Department: _____	Phone # of HR Department: _____

3 name: _____	4 name: _____
employer: _____	employer: _____
work phone: _____	work phone: _____
work email: _____	work email: _____
Do you currently receive transportation benefits? <input type="checkbox"/> YES <input type="checkbox"/> NO	Do you currently receive transportation benefits? <input type="checkbox"/> YES <input type="checkbox"/> NO
Phone # of HR Department: _____	Phone # of HR Department: _____

5 name: _____	6 name: _____
employer: _____	employer: _____
work phone: _____	work phone: _____
work email: _____	work email: _____
Do you currently receive transportation benefits? <input type="checkbox"/> YES <input type="checkbox"/> NO	Do you currently receive transportation benefits? <input type="checkbox"/> YES <input type="checkbox"/> NO
Phone # of HR Department: _____	Phone # of HR Department: _____

7 name: _____	8 name: _____
employer: _____	employer: _____
work phone: _____	work phone: _____
work email: _____	work email: _____
Do you currently receive transportation benefits? <input type="checkbox"/> YES <input type="checkbox"/> NO	Do you currently receive transportation benefits? <input type="checkbox"/> YES <input type="checkbox"/> NO
Phone # of HR Department: _____	Phone # of HR Department: _____

PLEASE SEND YOUR COMPLETED FORM TO THE ATTENTION OF Gabriel D. Ortiz 4401 Ford Ave |suite 1200|Alexandria, VA|22302, (fax) 703-848-0982 or (email) [gortiz@legumnorman.com](mailto:gortiz@legumnorman.com)



# Vanpool Program Rider Information

9 name: \_\_\_\_\_

employer: \_\_\_\_\_

work phone: \_\_\_\_\_

work email: \_\_\_\_\_

Do you currently receive transportation benefits?  YES  NO

Phone # of HR Department: \_\_\_\_\_

10 name: \_\_\_\_\_

employer: \_\_\_\_\_

work phone: \_\_\_\_\_

work email: \_\_\_\_\_

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11 name: \_\_\_\_\_

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work email: \_\_\_\_\_

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employer: \_\_\_\_\_

work phone: \_\_\_\_\_

work email: \_\_\_\_\_

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employer: \_\_\_\_\_

work phone: \_\_\_\_\_

work email: \_\_\_\_\_

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employer: \_\_\_\_\_

work phone: \_\_\_\_\_

work email: \_\_\_\_\_

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Phone # of HR Department: \_\_\_\_\_

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# Vanpool Program Terms and Agreement

## I UNDERSTAND AND AGREE TO ALL OF THE FOLLOWING

- FAST reserves the right to verify vanpool activity by participants through random checks at commuter worksites. Any fraudulent use of the program will result in immediate dismissal of the vanpool from the program and voids provision of any or all program incentives.
- I understand that my participation in a vanpool is voluntary. In consideration of registration in the program, I waive, release, and discharge FAST (aka Arlington Potomac Yard TMP Association) from any incident that may arise from my participation in the vanpool.
- This waiver, release, discharge, and terms and conditions extend to all members of FAST Board of Directors, Staff, Members, and Associates of FAST.
- Condition of participation in FAST’s Vanpool Program is that all information supplied for both the vanpool driver and vanpool riders is correct, current and complete. FAST has the right to refuse participation in the program and the right to withhold incentives if FAST believes the vanpool leader has failed to meet this obligation.
- A vanpool is defined as 7- 15 commuters sharing a ride in a van that they have leased collectively from a third party vanpool provider (a private firm that leases commuter vans for a monthly fee, inclusive of insurance and maintenance, i.e. VPSI)
  - If a dispute arises regarding any aspect of the Vanpool Program, including, but not limited to, interpretation of these Terms and Conditions, accuracy of the information provided by any member of the vanpool, or eligibility of a commuter to participate, FAST’s Management shall be the final decision maker regarding such a dispute. Any decision by the Executive Director will be final and binding.

*By signing below, I confirm I have read, understand, and agree to the above Terms and Conditions:*

Vanpool Driver Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Vanpool Driver Name \_\_\_\_\_

Vanpool Start Date: \_\_\_\_\_