



# Washington County Shared Ride Taxi Transit Order Form

Rev. 05-2023

Date Request Submitted:

## Agency Information

Fiscal Employer Agency

IRIS Consultant Agency

IRIS Consultant

## Participant Information

Participant Name:

Address:

City:

State:

Zip:

Participant Phone Number:

## Authorized Number of Rides:

In-County at **\$14.00** per ride:

Cross-County at **\$16.00** per ride:

Authorized Service Dates:

## Delivery

- To participant via U.S. Mail
- To participant via Taxi Driver
- To Agency
  - estimated pick up date:
  - person authorized to pick up cards:

Or contact Washington County Shared Ride Taxi at 1-888-285-8294

Please use the enclosed Order Form to request Washington County Shared Ride Taxi punch cards. Follow the instructions below.

Instructions:

1. Write the date the request was submitted
2. Enter the Fiscal Employer Agency Name
3. Enter the IRIS Consultant Agency Name
4. Write the IRIS Consultant Name
5. Print the Participant Name, Address and Phone Number
6. Enter the number of one-way rides within Washington County (@ \$14/ride)
7. Enter the number of one-way cross county rides (between Washington and Ozaukee County @\$16/ride.
8. Write the Service Dates
9. Mark the delivery Method
10. Email/Mail/Fax to Premier Financial Management Services

Email: claims@premier-fms.com

Fax: 888 859-6472

Mail: PO Box 26001  
Milwaukee, WI 53226

FEA Process after receiving the Order Form

11. The FEA verifies the order form against the participant's budget.
12. The FEA sends payment for the passes to Washington County Transit and emails copies of the order forms to [charles.cofta@washcowisco.gov](mailto:charles.cofta@washcowisco.gov)
13. Washington County Transit receives the payment.
14. Washington Count Transit distributes tickets per the Order form