

# Dane County Employee Metro Transit Pass Program: 2023-2024



## Overview

Dane County encourages employees to choose sustainable commutes by providing a free unlimited ride Metro Transit pass for all employees upon request. Your annual pass will allow you to ride the bus at any time. Use it to commute, get to meetings, make personal trips, and more – the bus is a great way to save money, avoid stress, and support the environment!

## Requesting a Pass

Employees may request their annual Metro pass at any time. Current passes are valid from April 1, 2023 - March 31, 2024. To request a pass, email [roundtrip@cityofmadison.com](mailto:roundtrip@cityofmadison.com) or call (608) 266-7433 with your name, department, and preferred mailing address.

## Using Your Pass

Print your contact information on the front of the pass before the first use. Passes are not transferable and Metro Transit reserves the right to request ID. **Passes are for the personal use of employees only.**

Passes are deactivated when an employee leaves employment with the County.

## Lost or Damaged Passes

Please report lost, stolen or damaged passes to [roundtrip@cityofmadison.com](mailto:roundtrip@cityofmadison.com) or (608) 266-7433. You will receive a replacement pass at no charge and your old pass will be deactivated.

## Dane County Emergency Ride Home Program

If you primarily bus, bike, carpool, or vanpool to work, sign up for the Emergency Ride Home (ERH) program!

ERH covers up to six Union Cab rides per year, worth up to \$75 per ride, to get home in unexpected situations when you do not have a personal vehicle at work.

Eligible situations include personal or family illness/emergency, illness of a carpool/vanpool driver, bicycle breakdown during your commute, and unscheduled overtime making it impossible to rideshare home.

To sign up, register with [www.RoundTripGreaterMadison.org](http://www.RoundTripGreaterMadison.org) and submit a request to join under “My Rewards” in your RoundTrip account Dashboard.