

Letter of Agreement for Employers

Yes, we will participate in Metro Transit's pass distribution program, and intend to make available to our employees 31-Day Passes, Monthly Passes and/or Stored Value Cards. Under the terms and conditions of this document we agree:

- to purchase 31-Day Passes, Monthly Passes and Stored Value Cards at the retail price; minimum order is \$200.
- to sell Mobility Passes only when proper identification is presented;
- to notify Metro Transit by telephone of any errors in an order within three days of receiving the order;
- to be liable for lost or stolen 31-Day Passes, Monthly Passes or Stored Value Cards issued to us by Metro Transit;
- to send payment amounts due to Metro Transit within 30 days of the invoice date;
- that Metro Transit reserves the right to withhold future orders if we have an outstanding invoice more than 40 days old;
- that Metro Transit will deliver the requested 31-Day Passes, Monthly Passes or Stored Value Cards no later than five (5) days following the receipt of an order;
- that should we wish to discontinue participation, Metro Transit will credit all returned, unused 31-Day Passes, Monthly Passes or Stored Value Cards if accompanied by a copy of the invoice; and
- that this agreement is continuous until terminated by either party after a 30-day written notice.

Company name

Authorized signature Date

Mailing/delivery address

Name and title of authorized signor

City State Zip

Name of person to receive order (if different than above)

Phone number Ext.

E-mail

Fax number

Accepted by Metro Transit date

Number of employees

Please return signed agreement to:
Metro Transit Sales Operations, 560 Sixth Avenue North, Minneapolis, MN 55411-4398.
If you have questions, call 612-349-7753 (fax 612-349-7763).