

Benefits of Using Passenger Portal

- Enter your trip requests up to 12 days ahead of time. Note: trip requests made within 24 hours must be made by phone.
- Trip requests can be one-way, round trip, or multiple trips.
 - Your home address will pop-up on a drop-down list, all you need to do is tap on the From box, select your address, and it will automatically fill-in.
 - Locations/addresses of nearly all destinations are stored in the system. Example: if you type “Wal” in the To box, all the destinations to Walgreens and Walmart will pop-up in a drop-down list. You can just tap on the one you want, and it will fill in automatically.

New Booking

One Way Round Trip Multi Trip

BOOK AGAIN (OPTIONAL)
Select a Recent Booking ▾

DATE REPEAT
mm/dd/yyyy

FROM **TO**
Origin Address Unit # Destination Address Unit #

OUTBOUND TRIP **RETURN TRIP**
I have an appointment at ▾ Select a time ▾ Pick me up at ▾ Select a time ▾

[Continue >](#)

- View all of trip requests that you have submitted.
- Cancel any future trip requests that you have made. Note: trip cancellations within 24 hours must be made by phone.

- Edit any future trip requests:
 - Change times, change destinations, change mobility aid notation (cane, walker, scooter, wheelchair), change number of companions riding with you, change general comments about pick-up or drop-off.
 - Changes to trip requests within 24 hours must be made by phone.
- Manage your method of communication (phone call, text message, email message, or all three!).
- View location of the bus on interactive map when it is within 15 minutes of your pick-up time.
 - The black symbol shows where the bus is located, the green symbol is your pick-up location, the red symbol is your drop off location.

