



Milwaukee County Transit System (MCTS) Bus Pass Form Instructions

Please use the enclosed Order Form to request MCTS bus passes.

When completing a MCTS Bus Pass Form for iLIFE, the following applies:

1. Participant Name is who should be contacted if there are questions about this claim. If some entity other than you bills for the work, this section must be filled in.
2. Service Month - month the service occurred.
3. Description is the type of tickets and/or bus passes needed. This information comes from the verification letter, service plan (ISSP), or the service code description (i.e., mileage).
4. Unit Type is how many tickets or sheets are needed.
5. Rate is the amount billed per unit.
6. Billed Amount is the Rate multiplied by the number of Units.

Please submit the completed form to IRIS.Claims@iLIFE.org.

After submitting this form:

1. Our Vendor Claims department will receive your order.
2. We will process your claim within the running pay period.
3. iLIFE will process a check made out to MCTS. iLIFE will mail it to your home address. You will take the check to the MCTS office to refill your WisGo card. There are multiple MCTS offices that you can go to, but we recommend going to this location: **1942 N. 17th Street, Milwaukee, WI 53205.**

If you have any questions or need help, please call iLIFE at 1-888-800-5599.

Milwaukee County Transit System (MCTS) Bus Pass Order Form

Service Month: _____

Service Code: T2003

Ordering Information

Participant Name: _____

Address: _____

City: _____ State: _____ ZIP: _____

Phone Number: (_____) _____ - _____

Bus Tickets:

Number of Weekly Ticket(s): _____ x Ticket Price \$ 33.00 = Total \$ _____

WEEKLY - Starting on Monday, WisGo will start counting how much you spend. Once you have used \$33 in fare the system will let you ride fare free for the rest of the week.

Number of Monthly Bus Tickets: _____ x Ticket Price \$ 99.00 = Total \$ _____

MONTHLY - Each calendar month, WisGo will start counting how much you spend. Once you have used \$99 in fare the system will let you ride fare free for the rest of the month.

Bus Tickets Total \$ _____

Bus Tickets - Reduced Fare with proper ID:

For riders 65+ & ages 6-11 or with a qualifying disability. Children 5 and under ride free.

Number of Reduced Fare Weekly Ticket(s): _____ x Ticket Price \$ 16.50 = Total \$ _____

WEEKLY - Starting on Monday, WisGo will start counting how much you spend. Once you have used \$16.50 reduced fare the system will let you ride fare free for the rest of the week.

Number of Reduced Fare Monthly Bus Tickets: _____ x Ticket Price \$ 49.50 = Total \$ _____

MONTHLY - Each calendar month, WisGo will start counting how much you spend. Once you have used \$49.5 reduced fare the system will let you ride fare free for the rest of the month.

Reduced Fare Total \$ _____

Participant/Guardian Signature: _____

Date: _____

(1/2026)