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## **Running Inc. Shared Ride Taxi Order Form - Brown Cab**

Please use the enclosed Order Form to request Running Inc. tickets for Brown Cab Shared Ride Taxi Service. Instructions for completing and submitting the form are below.

### **Instructions:**

1. Write the Service Date.
2. Write the FEA (Fiscal Employer Agent).
3. Print the Participant Name, Address, and Phone Number.
4. Find your city or town.
5. Enter the number of punch cards requested.
6. Multiply the number of punch cards by the cost per card (10 1-way rides per card – price varies by City/Area). Please keep the IRIS Participant's budget in mind.
7. Complete the number of additional miles cards requested.
8. If adding additional miles cards, multiply by corresponding rate. Please keep the IRIS Participant's budget in mind.
9. Sign and date the form.
10. Fax the order form to 1-608-637-6877 or email the completed form to [accounts@runninginc.net](mailto:accounts@runninginc.net)

After Running Inc. receives the order form, the process is as follows:

1. Running Inc. sends an invoice to the correct IRIS Fiscal Employer Agent (FEA).
2. The FEA pays the invoice.
3. Running Inc. will mail the cards to the Participant.

**If you need assistance, please call the IRIS Info Center at 1-888-515-4747.**

## Running Inc. Shared Ride Taxi Order Form - Brown Cab

**Community Transportation Pass**
**Service Date:** \_\_\_\_\_

**Service Code: T2004 RI**
**FEA:** \_\_\_\_\_

**Ordering Information**

Participant Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

<b>Edgerton:</b> \$90.00/punch card (10 1-way rides per card)	X	Number of punch cards _____	= \$ _____
<b>Additional Miles:</b> \$2.25/mile (\$22.50/10 Miles card)	X	# of addl. miles cards _____	= \$ _____
<b>Fort Atkinson:</b> \$120.00/punch card (10 1-way rides per card)	X	Number of punch cards _____	= \$ _____
<b>Additional Miles:</b> \$3.00/mile (\$30/10 Miles card)	X	# of addl. miles cards _____	= \$ _____
<b>Jefferson:</b> \$120.00/punch card (10 1-way rides per card)	X	Number of punch cards _____	= \$ _____
<b>Additional Miles:</b> \$22.50 per card (10 Miles per card)	X	# of addl. miles cards _____	= \$ _____
<b>Lake Mills:</b> \$100.00/punch card (10 1-way rides per card)	X	Number of punch cards _____	= \$ _____
<b>Additional Miles:</b> \$1.75/mile (\$17.50/10 Miles card)	X	# of addl. miles cards _____	= \$ _____
<b>Medford:</b> \$90.00/punch card (10 1-way rides per card)	X	Number of punch cards _____	= \$ _____
<b>Additional Miles:</b> \$1.75/mile (\$17.50/10 Miles card)	X	# of addl. miles cards _____	= \$ _____
<b>Monroe:</b> \$90.00/punch card (10 1-way rides per card)	X	Number of punch cards _____	= \$ _____
<b>Additional Miles:</b> \$1.75/mile (\$17.50/10 Miles card)	X	# of addl. miles cards _____	= \$ _____
<b>Ripon:</b> \$120.00/punch card (10 1-way rides per card)	X	Number of punch cards _____	= \$ _____
<b>Additional Miles:</b> \$3.50/mile (\$35/10 Miles card)	X	# of addl. miles cards _____	= \$ _____
<b>Sauk Prairie:</b> \$92.25/punch card (10 1-way rides per card)	X	Number of punch cards _____	= \$ _____
<b>Additional Miles:</b> \$3.50/mile (\$35/10 Miles card)	X	# of addl. miles cards _____	= \$ _____
<b>Waupun:</b> \$97.50/punch card (10 1-way rides per card)	X	Number of punch cards _____	= \$ _____
<b>Additional Miles:</b> \$2.50/mile (\$25/10 Miles card)	X	# of addl. miles cards _____	= \$ _____
<b>Whitewater:</b> \$120.00/punch card (10 1-way rides per card)	X	Number of punch cards _____	= \$ _____
<b>Additional Miles:</b> \$2.25/mile (\$22.50/10 Miles card)	X	# of addl. miles cards _____	= \$ _____

Approved: \_\_\_\_\_ Date: \_\_\_\_\_

(Participant/Guardian Signature)

 Please submit completed order form to Running Inc by: **Fax:** 1-608-637-6877 or **Email:** accounts@runninginc.net