

STATE COLLEGE PARK RESIDENTS

Each resident of State College Park is eligible for a bus pass allowing unlimited use of *CATABUS* N, NV, V & W Routes. Please read these instructions for obtaining a pass.

If you already have a current State College Park pass from last year, you may use that pass until it expires on August 31, 2010; beginning September 1, 2010, **only** your new pass will be accepted for bus service and you will be required to pay the fare of \$1.50 without it. Please note that your apartment lease or Apartment Pass Authorization form will not be accepted for bus service at any time.

BUS PASSES:

ON-SITE DISTRIBUTION: SUNDAY, AUGUST 22, 2010

Permanent passes for the new year will not be available until Sunday, August 22nd, when CATA staff will be at State College Park from 11 a.m. until 5 p.m. to issue passes. Allow about 20 minutes to receive your pass, but the time actually required depends on how many people are waiting. **Pass distribution will stop promptly at 5:00 p.m.**, so please be in line early enough to allow sufficient time to process your pass.

To receive your pass on that day, you must bring:

1. One form of photo ID (driver's license, PSU ID, etc.)
2. Your bus pass from last year, if you have one, to be turned in when you obtain your new pass.

CATA will verify your residency using a list from your rental office. If you are not on the list, you will be asked to return to the rental office to obtain an Apartment Pass Authorization Form.

Returning tenants: We have pre-printed new passes for tenants who are renewing their leases and who obtained a bus pass last year. Those passes may be picked up at your rental office before Sunday, August 22nd. If you do not obtain your pre-printed pass before August 22nd, you can pick it up from CATA staff during move-in on that date, between 11:00 a.m. and 5:00 p.m., or after move-in at our downtown office, following the instructions for "off-site distribution" below.

OFF-SITE DISTRIBUTION AFTER SUNDAY, AUGUST 22nd, 2010

If you do not obtain your pass on-site, you may pick up your pass on or after Monday, August 23rd at one of CATA's offices. (Note: Pre-printed passes for returning tenants who do not pick up a pass at the rental office or from CATA staff by Sunday, August 22nd will only be available at the downtown office). Both addresses are listed below. **Passes for the new year will not be available at these offices before that date.** Usually, there is a much shorter wait at the main office. **You must bring:**

1. One form of photo ID (driver's license, PSU ID, etc.)
2. **Both the white and yellow copies** of a completed Apartment Pass Authorization Form, signed by your rental office.
3. Your bus pass from last year, if you have one, to be turned in when you obtain your new pass.

If you do not have identification, or both the white and yellow copies of the Authorization form, or Authorization forms properly signed by your rental office, we cannot issue your pass, so please make sure you have these items with you.

Please try to pick up a new pass before Wednesday, September 1st, when any passes from the previous year expire, to avoid paying for bus service.

Main Office (located in Cato Park)
2081 West Whitehall Road, State College
Passes issued 8:00 a.m. - 4:30 p.m., Monday - Friday
814-238-2282

Downtown Office (located in Schlow Library)
108 E. Beaver Avenue, State College
Passes issued 9:00 a.m. - 4:30 p.m., Monday - Friday
814-238-2282 x 450

BUS PASS DATES for STATE COLLEGE PARK

Beginning now: Pre-printed bus passes for returning tenants who obtained a State College Park bus pass last year available at the State College Park rental office.

Sunday, August 22:

Passes for the new year available at State College Park from 11 a.m. to 5 p.m.

Please bring with you:

Photo ID

Bus pass from last year, if you have one

Monday, August 23:

First day passes available at CATA's downtown or main office; pre-printed passes for returning tenants which were not picked up by Sunday, August 22nd at downtown office only.

Please bring with you:

Photo ID

Bus pass from last year, if you have one

White + yellow copies of completed Authorization form from rental office

Tuesday, August 31:

Last day that previous year's passes are valid

Wednesday, September 1:

Only new passes now valid

For the best picture, we have found that wearing a bright color (yellow, turquoise, pink, red, etc.) gives much better results than white or other light colors.

Please note:

To replace a lost or stolen pass, please obtain a new Authorization form from your rental office and bring it to CATA. You will need to pay a replacement fee of \$25 at the CATA office.

Your bus pass cannot be used by anyone else. It will be confiscated if someone else uses it. In such cases, CATA is not required to replace your pass and reserves the right to pursue legal remedies. If your pass is replaced, the replacement fee of \$25 will apply.