



## REQUEST FOR VTA EMPLOYEE SMART PASS REIMBURSEMENT FORM

**Reimbursement will only be approved for the following:**

- Business address must be within a Parking Meter District
- Business employee size **MUST** be 35 or fewer employees
- Reimbursement qualifies for up to business employee size with a max of 35
- Reimbursement is for VTA Smart Pass only
- Paid invoice must be attached
- Reimbursements **MUST** be submitted before June 30<sup>th</sup> 2024

<b>Business Name:</b>	<b>Business License #:</b>
<b>Email:</b>	<b>Phone:</b>
<b>Business Address:</b>	<b>Number of Employees:</b>

**To apply, please email [VTASmartPassReimbursement@SanJoseCA.gov](mailto:VTASmartPassReimbursement@SanJoseCA.gov) and attach the following:**

- **Completed REQUEST FOR VTA EMPLOYEE SMART PASS REIMBURSEMENT FORM**
- **Paid VTA Smart Pass Invoice**

**I declare under penalty of perjury under the laws of the State of California that the information I have provided is true and correct.**

<b>Signature:</b>	<b>Date:</b>
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**Internal Use Only**

Documents Included  Yes  No

Confirm Business  Yes  No

Approved  Yes  No

Date: