



"Getting TUF on our streets."

Non-Residential Discount Application
Transportation Utility Fee Program

Applicant Name: Account No.:

Service Address:

Mailing Address:

City: State: Zip Code:

Phone: (Home) (Work)

FOR OFFICIAL USE ONLY
Date Received: Reviewed By:
Approved: Denied: Entered: Discount %:
Effective Date: Next billing cycle Expiration Date: After billing cycles
Comments:

Instructions: Please indicate the discount or waiver program you are applying for by checking the box next the program title on the reverse of this page. Do not forget to attach documentation as required by the program to your application. Unsigned applications will be returned to the applicant. Completed applications may be returned by mail to or dropped off in person at: 4415 NE 30th Avenue, Second Floor, Hillsboro, OR 97124.

Note: There are two discount programs available for non-residential customers. Applicants may apply for more than one discount program. The maximum combined discount is 30%.

Signature of Applicant Date

I certify under penalty of perjury that the information I have provided is true and correct. I understand that the City of Hillsboro reserves the right to deny this application if information provided is found to be false. By signing this application, I am agreeing to comply with all terms and conditions of this policy as outlined herewith.



"Getting TUF on our streets."

Discount Programs

- Employer Transit Pass Discount (10-30% Discount) Program

Employer purchases annual TriMet passes for employees.

Discount is scaled to percentage of employees for whom the passes are purchased.

(See Employer Transit Pass Discount Program Eligibility Criteria and Instruction Sheet).

MUST RE-APPLY ANNUALLY FOR ANNUAL PASSES.

Number of Employees: _____

Number of passes purchased: _____

- Employer DEQ ECO Program Discount (Variable Discount up to a maximum of 30%)

Employer has a commute options program that has been approved by the Oregon Department of Environmental Quality (DEQ) in compliance with state Employee Commute Options (ECO) rules.

Discount is scaled to percentage of trip reduction.

(See Employer DEQ ECO Program Discount Program Eligibility Criteria and Instruction Sheet)

MUST RE-APPLY EVERY TWO YEARS (AFTER ECO SURVEY IS CONDUCTED)

"Getting TUF on our streets."

**Employer Transit Pass Discount Program
Eligibility Criteria and Instructions
Transportation Utility Fee Program**

1. A 5 - 30% discount of the applicant’s monthly Transportation Utility Fee will be granted to employers that purchase TriMet transit passes for their employees. Discount will be reflected in the monthly utility invoice after transit pass purchase is certified per the discount table below.

% of Employees for Whom Passes are Purchased	% Discount
15% of employees	5% discount
30% of employees	10% discount
40% of employees	15% discount
50% of employees	20% discount
60% of employees	25% discount
70% of employees	30% discount

2. The transit pass must be an annual pass. It may be a 1-2-zone or all-zone pass.
3. The fee discount shall be granted to qualifying applicants commencing with the first full billing period following the acceptance and approval of the application.
4. The discount shall be allowed for each full 30-day period that it is certified that the applicant has purchased TriMet transit passes.
5. The applicant must provide the receipt(s) proving the purchase of the TriMet transit passes. The passes must have been purchased with a check, credit card, or any other form of payment that indicates employer identification. **ATTACH THE RECEIPT(S) TO THE APPLICATION.**
6. Discount application must be renewed **annually.**
7. This discount may be combined with the Employer DEQ ECO Program Discount. Maximum combined discount is 30%.

"Getting TUF on our streets."

**Employer DEQ ECO Program Discount Application
Eligibility Criteria and Instructions
Transportation Utility Program**

1. A discount of the applicant's monthly Transportation Utility Fee will be granted to employers that have a commute options program that has been approved by the Oregon Department of Environmental Quality (DEQ) in compliance with the state Employee Commute Options (ECO) administrative rules (OAR 340-242).
2. The discount will be scaled to the percentage of trip reduction demonstrated in the ECO employee travel survey conducted every two years up to a maximum discount of 30%.
3. The fee discount shall be granted to qualifying applicants commencing with the first full billing period following the acceptance and approval of the application.
4. The discount shall be allowed for each full 30-day period that it is certified that the applicant has an approved ECO program.
5. The applicant must attach a copy of its approved ECO program, results of its baseline employee travel survey, and results of its most recent employee travel survey (if applicable). **ATTACH PROGRAM AND SURVEY RESULTS TO APPLICATION.**
6. The discount application must be renewed **every two years**, following completion of an ECO employee travel survey.
7. This discount may be combined with the Employer Transit Pass Discount. Maximum combined discount is 30%.