



**Bus Card - Employee Registration & Usage Form
For Maricopa County, Arizona Stores Only**

New employees will be eligible for a bus pass after 30 days of service.

Complete this form and email to dawnadeeney@sprouts.com

****If your bus card is stolen or lost please contact Dawna Deeney at 480-814-8016 X 1515 immediately****

Please type or Print

Name:		Date:
Employee ID#:		
Store #:	Department:	
Work Phone:	Personal Phone:	
Circle One:	New Card	Replacement Card
(If this is a replacement card, please attach a \$5.00 check or money order made payable to Sprouts)		
The use of this bus card is restricted to the <u>employee only</u> ; friends and family may not use the bus card. The bus card should be used by the employee only to get to and from work. Improper use of the bus card may result in the employee losing the privilege of having a bus card.		
Sprouts will pay 100% of the bus card as part of Sprouts Trip Reduction Program. I agree to notify Sprouts' Human Resources immediately, if the card is lost or stolen so that the card can be cancelled, and in doing so I will not be liable for any unauthorized charges incurred. If I do not notify my employer immediately, I authorize you to withhold any bus fare costs incurred by the misuse of the card from my paycheck. (The maximum withholding will not exceed \$64 each month in which fraudulent use occurs.) I understand that a \$5.00 fee is assessed to replace a bus card.		

Employee Signature: _____ Date: _____

To be completed by Sprouts Benefits Department

Bus Card SN#	Card Effective Date 6/1/2023	Card Thru Date 5/31/2026
Log Updated	Date Card sent to store	Benefit Coordinator Dawna Deeney
Copy of Application and Receipt will be saved to Employee Documents/MyHR		

For transit information, visit valleymetro.org or call 602.253.5000. Learn more about carpooling, vanpooling and more at ShareTheRide.com or call Valley Metro at 602.262.7433.