

# Emergency Ride Home **Union Cab** Voucher

*Emergency Ride Home (ERH) is a safety net. Eligible university employees who do not drive to work can receive a cab ride home in the event of an emergency. This gives employees the option to carpool, vanpool, bus, bike or walk to campus without the fear of being stranded in an emergency. Any employee who does not drive to work is eligible for the Emergency Ride Home program.*

## **Emergency Ride Home Policy:**

- Emergency Ride Home is available Monday through Friday between the hours of 6:00 a.m. to 6:00 p.m.
- Participants must present a completed voucher to Union Cab/Madison Taxi.
- Tip/Gratuuity is the responsibility of the ERH user.
- Emergency Ride Home can be used a maximum of 3 times every 6 months.
- UW Transportation Services reserves the right to review a request to determine “emergency” status under the program guidelines.

## Appropriate requests for ERH

- Employee gets sick while at work.
- A family member is sick or injured.
- A personal crisis (examples include but not limited to: death in family, extensive property damage/loss due to natural disaster, theft, etc.).

## Inappropriate requests for ERH

- Employee needs to run personal errands.
- Employee needs transportation for events that are planned in advance such as after hour’s meetings.
- A scheduled school cancellation/closing (in most cases).
- Employee’s vehicle breaks-down.
- Employee has to work scheduled overtime.
- In general, any situation for which there was prior knowledge.

### **To be filled out by user**

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

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

Phone Number: \_\_\_\_\_

UW-Madison Identification Number: \_\_\_\_\_

Reason for Use: \_\_\_\_\_

Signature: \_\_\_\_\_

### **Union Cab Usage ONLY**

**Date:** \_\_\_\_\_ **Destination** \_\_\_\_\_

**Total Cost:** \_\_\_\_\_ **PO F391926 021837**