



## **TRIP Volunteer Information**

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### **Thank You For Volunteering!**

The person who gave this to you is enrolled in a program called “TRIP” that reimburses volunteer drivers for using a private vehicle to provide assisted transportation to qualified riders.

You arrange travel with your rider, at your mutual convenience.

To receive reimbursements, a “Request for Mileage Reimbursement” form must be submitted to TRIP immediately at the end of each month of travel.

Checks are mailed to your rider monthly.

### **Things To Do**

Help your rider fill out the mileage form after each trip is completed.

Coordinate rides with your rider at your mutual convenience. Many times you may be able to combine your rider’s trip with a trip you have to make.

Plan ahead: Group things that you can do in the same area in the same day to limit the number of times you need to help your rider travel. It is often easier for you too. Do more things on one day and you won’t have to go out all the time.

It is your individual responsibility to have a valid California’s Driver License, to carry the minimum motor vehicle insurance required by the State of California, and to abide by all laws and regulations.

It is the responsibility of your rider to pay you the mileage reimbursement you are owed each month.