



Wisconsin's Self-Directed Supports Program

Please use the associated form to order Valley Transit transportation tickets.

Instructions:

- Enter the Service Date (the month for which you are purchasing tickets).
- Print the Participant Name, Address and Phone Number.
- Complete the number of ticket sheets requested. There are 10 tickets per sheet.
- Multiply the cost per ticket (please see order form for options) by 10. Multiply the cost per sheet by the number of sheets being ordered. Please keep the IRIS Participant's estimated budget (plan cost) in mind.
- Fill in the total amount due.
- Participant or Guardian should sign and date the form.
- Return the completed order form by mail, fax or email to:

IRIS Financial Services Agency
2020 West Wells Street
Milwaukee, WI 53233
Fax: 1-414-937-2034
Email: IRIS@mcfi.net

After the IRIS Financial Services Agency receives the order form, the request will be checked against the IRIS Participant's state-approved budget (plan). The IRIS Financial Services Agency will fax a signed copy of the form to the Transportation Provider (Valley Transit). The Transportation Provider (Valley Transit) will either mail the tickets to the participant or anticipate that the participant will call to make pick-up arrangements. The Transportation Company (Valley Transit) will then bill the IRIS Financial Services Agency for the services.

If you have any questions, please call the IRIS Financial Services Agency at 1-888-800-5599.



FINANCIAL SERVICE AGENCY

Order Form Valley Transit Tickets



Service Code: T2003

Vendor Valley Transit

Service Date _____

Send to
Participant Name: _____
(Please print)

Address: _____

phone number: _____

Mail Tickets to Participant OR Pick Up Tickets

_____ Curb to Curb Tickets requested: x Unit Rate: \$10.00 per ticket= _____
(Includes Vocational Transportation)

_____ Premium Tickets requested: x Unit Rate: \$11.25 per ticket= _____

Approved _____ Date _____
(Participant/Guardian)

Please fax ticket request to FSA at: (414) 937 2034