



Save Time!
Save Money!

UAB EMPLOYEE COMMUTE SMART PROGRAM

UAB EMPLOYEE COMMUTE SMART FAQs

What is the UAB Employee Rideshare Program? The UAB Employee CommuteSmart Program is a service provided by UAB Parking and Transportation Services. Three or more employees register with the CommuteSmart Program, and agree to participate and promote carpooling and other alternative modes of travel. Employees who participate in the CommuteSmart Program will receive an incentive to encourage carpooling as an alternative to driving alone.

Who can participate? Both full-time and part-time UAB employees may sign up to participate in the Employee CommuteSmart Program. Employees must register with UAB Parking and Transportation Services, identify their carpool partner(s), and record and report the number of days they carpool on a monthly basis. Participants must carpool at least three days a week to be eligible to receive incentives. Employees register with the program one time.

Why participate in the Employee CommuteSmart Program? Because parking on UAB's campus is limited. UAB is a hub of activity for not only employees and students, but for the entire Birmingham region. Located just south of the region's center of finance and government, UAB is at the heart of a concentration of world renowned hospitals and medical research facilities. The university itself is one of the fastest growing in the nation. Participants in the Employee CommuteSmart Program are guaranteed a parking space on campus and are eligible to receive a reserved parking space. While your job may stress you out, getting to work on time can be a breeze.

What are the incentives? CommuteSmart Birmingham will offer quarterly incentives to commuters that carpool, walk, bicycle, or take transit to work. They will also be launching an exciting new program that will get commuters to stop driving alone and start sharing the ride! Please go to

CommuteSmart's website, www.commutesmart.org, to learn about their current commuter incentive programs. To speak to an outreach coordinator call 1-87-RIDEMATCH and learn how you can save money on your daily commute.

How do I register for the program?

- 1.) Read the CommuteSmart Program Guidelines
- 2.) Read and sign the attached waiver
- 3.) Complete a CommuteSmart Program application. Complete the entire application form and indicate the individual(s) who will join your carpool or request a CommuteSmart Program match. One member of the carpool group will be registered as the primary member and will receive the financial benefit. Other members of the carpool will be registered as secondary members. You can visit the UAB Parking and Transportation Services web page at www.parking.uab.edu to link with online ridematching services provided by CommuteSmart, the Birmingham region's rideshare program.

How do I receive the incentive? Once you have registered you will receive a tracking form to record your carpool activity. If a form is needed, please visit the UAB Parking and Transportation web page or call the UAB Parking and Transportation Services office to obtain a copy. Submit the completed tracking form to the Parking and Transportation Services office by the last day of each month.

If you participate in a carpool with less than three employees, contact CommuteSmart at 1-87-RIDEMATCH for details on other programs.

EMPLOYEE COMMUTESMART PROGRAM GUIDELINES

The University of Alabama at Birmingham Employee Carpool Program

The purpose of this program is to promote carpooling as an attractive alternative to individual commuting. Carpools reduce traffic congestion, which contributes to higher ground-level ozone ratings. Better ratings mean more industry and business for our city, as well as federal funds to complete road construction projects.

Eligibility

In order to participate in a carpool, you must meet the following criteria:

- A carpool must consist of at least three UAB employees
- Participants must share a ride on a regular basis (at least three days a week)
- Participants must be eligible for payroll deduction

Description of Services

Reserved Parking Space

Parking & Transportation Services will accommodate employees with a reserved carpool space in close proximity to where the primary driver works, or a nearby bus stop. The reserved spaces will be designated with a sign and controlled for carpool permits during enforcement hours.

Emergency Passes

Each secondary participant in a carpool will be given up to twelve scratch-off passes per year to be used on days he/she is not riding in the carpool. Passes will be issued on a prorated basis depending on when the carpool originated (one pass per month). The scratch-off pass must be displayed on the rearview mirror. The passes are valid for the following areas:

- Core: University Boulevard Deck (Deck 3)
- Non-core: Non-gated lot closest to carpool assignment

Computer Matching Services

Computer matching services are provided to employees through the CommuteSmart Program. We will provide campus phone numbers of individuals that live in proximity to the employee interested in participating in the program. Please go to www.commutesmart.org for more information.

Emergency Ride Home

CommuteSmart will provide an emergency ride home for participants who pre-register for the service at the time of sign-up.

General Information

- Each participant must complete a parking application. These can be mailed or faxed.
- Each carpool will be issued one hangtag for the group. It is the responsibility of the group to ensure that the permit is properly displayed from the rearview mirror.
- The monthly parking rate will be divided equally among the carpool participants and automatically payroll-deducted.
- Misuse of a carpool permit will result in cancellation of parking privileges.
- If the carpool is dissolved, the carpool permit and any unused scratch-off passes must be returned to Parking & Transportation Services. Participants can then purchase their own permits.

EMPLOYEE COMMUTE SMART APPLICATION FORM

Name _____

Male _____ Female _____

Application date: _____

Where I Live – Street Address (No P.O. boxes or route numbers, please)

City _____

State _____ Zip _____

Home County _____

Home Telephone _____

Cell: _____ Fax: _____

Email: _____

Do you have carpool partner(s)? YES/NO

If so, what are their names?

Who is the Primary Driver in your carpool?

Would you like to be contacted at home, by cell phone, or work by others interested in rideshare?

Home _____ Work _____ Neither _____

Nearest major intersections to your home?

Nearest major intersections to your primary office building?

Work Schedule: Start Time _____ am / pm

Stop Time _____ am / pm

How flexible is your schedule? _____ Not at all _____ 15 Min.
_____ 30 Min. _____ 60 Min.

How did you hear about UAB's Employee CommuteSmart Program?

I am most interested in: _____ Carpool _____ Vanpool

_____ Transit _____ Biking _____ Walking

I am interested in vanpooling and volunteer to be a:

_____ Driver _____ Backup Driver _____ Passenger Only

Registered UAB CommuteShare Program participants are eligible for an emergency ride home in the event of an emergency.

Register me for the Emergency Ride Home (emergency transportation): YES NO

Employee Agreement and Participation Form

I, the undersigned, acknowledge that I have read, understand, and will abide by the rules of the CommuteSmart Carpool Challenge as specified in the Program Guidelines. Further, I acknowledge and understand that inappropriate use of this service or failure to abide by the Program Guidelines will result in forfeiture of any claim for financial incentive for participating students of University of Alabama at Birmingham.

I, the undersigned, acknowledge and understand that participation in the University of Alabama at Birmingham Employee CommuteSmart Carpool Program, the CommuteSmart Rideshare Carpool Challenge, and other Rideshare Programs is solely voluntary and that my participation does not in any manner imply that I am acting in the course and scope of official UAB business, nor does it in any manner establish a university-student, employer-employee, or agency-student relationship with the University of Alabama at Birmingham, CommuteSmart Rideshare, VPSI Inc., or the Regional Planning Commission of Greater Birmingham. I acknowledge that it is the responsibility of myself and/or the owner of the vehicle to provide adequate liability insurance in accordance with the State of Alabama Mandatory Automobile Insurance Law.

I, the undersigned, fully understand and upon affixing my signature request permission to participate in the UAB Employee CommuteSmart Program whose administrative and programmatic services are supported by the CommuteSmart Rideshare Program, and do hereby assume full responsibility for liability and all risk of injury or loss including death, which may result from my participation in this program and hereby agree to hold harmless, release, waive and forever discharge and covenants not to sue or bring claims against the my Employer, CommuteSmart Rideshare Program, VPSI Inc., or the Regional Planning Commission of Greater Birmingham, their officers, agents and/or employees from any and all claims and demands whatsoever which I, the undersigned, or any third party and representative thereof may have against the University of Alabama at Birmingham, CommuteSmart Rideshare Program, VPSI Inc., my Employer, or the Regional Planning Commission of Greater Birmingham, its officers, agents and/or employees by reason of accident, illness, injury or death, or damage to or loss of property arising or resulting directly or indirectly from my participation in the UAB Student Carpool Program.

SIGNATURE

DATE

Please mail or fax your
Employee CommuteSmart Program Application to:
UAB Parking and Transportation Services
608 8th Street South, Birmingham, AL 35294-4550
or fax to: (205) 975-9529



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UAB THE UNIVERSITY OF
ALABAMA AT BIRMINGHAM

Parking and Transportation Services

CVB • 608 8th Street South
1530 3RD AVE S
BIRMINGHAM AL 35294-4550

PLACE
STAMP
HERE

The University of Alabama at Birmingham

Parking and Transportation Services
CVB • 608 8th Street South
1530 3RD AVE S
BIRMINGHAM AL 35294-4550

Questions?

Call UAB's Parking and Transportation
Services office at (205) 934-3513 or
CommuteSmart at 1-87-RIDEMATCH.

You may also check out the
Parking and Transportation Services
Website at www.parking.uab.edu.