

### ORDER DETAILS

Requesting Monthly Pass for the Month of:								
Ticket Type (see below)*	Origin	Destination	Qty	x	Fare	=	Amount Due	Metrolink
				x		=		
				x		=		
				x		=		
				x		=		
				x		=		
			<b>Total Qty</b>		<b>Total Due</b>	=		
<b>Payment</b>							<b>(DO NOT SEND CASH)</b>	
<b>Transit Check(s)</b>							=	
<b>Check</b> (Make payable to: SCRRA) – Personal Check, Company or Money Order							=	
<b>Credit Card Type</b>	<b>Credit Card Number</b>		<b>Expiration Date</b>					
						=		
<b>Signature Required</b> for Credit Card Payment:								
<b>Credit Letter</b> (copy of letter required)							=	
<b>Total Enclosed</b>							=	

\*Available ticket types include: adult monthly pass, senior/disabled monthly pass and student monthly pass.

### CONTACT INFORMATION (PLEASE PRINT LEGIBLY)

Customer Name (Required) \_\_\_\_\_

Business Name (if applicable) \_\_\_\_\_

Street Address (Required) \_\_\_\_\_

(\_\_\_\_\_) \_\_\_\_\_  
Telephone Number

City / State / Zip (Required) \_\_\_\_\_

### GUIDELINES

All mail orders for monthly passes must be received no later than the 15<sup>th</sup> of the month for delivery prior to the 1<sup>st</sup> of the effective month. Metrolink is not responsible for lost or misdirected mail.

Monthly pass orders received after the 25<sup>th</sup> of the month will be returned unprocessed.

Orders will not be processed; and will be returned to the customer if received:

- ◆ With incomplete order information. (Ticket type, Origin, Destination, Quantity and Fare required).
- ◆ With requests for ticket types not available through Pass-By-Mail.
- ◆ Without complete contact information.
- ◆ Without correct and complete payment. For current fare, call 800-371-5465 or visit [www.metrolinktrains.com](http://www.metrolinktrains.com).

No credit, refund or change will be issued for overpayment by Transit Checks. **DO NOT SEND CASH.**

Please do not staple payment to order form. Remove stubs from Transit Checks.

American Express, Discover, MasterCard and Visa credit cards are accepted for Pass-By-Mail.

### MAIL COMPLETED ORDER FORM WITH PAYMENT TO:

Metrolink / PBM  
PO Box 861837  
Los Angeles CA 90086-1837

