

Department of the Navy
Transportation Incentive Program - Outside the National Capital Region
PROGRAM APPLICATION

CIRCLE ONE : ENROLLING - MAKING A CHANGE - WITHDRAWING

I. APPLICANT INFORMATION (please print or type):

Employing Branch of Service (circle one in each category): U.S. NAVY OR U.S. MARINE CORPS MILITARY MEMBER OR CIVILIAN EMPLOYEE
Last Name: First Name: MI: Last 4 digits of Your SSN:
City (Residence): State: Zip Code:
USN/USMC Installation/Activity:
Organization (Command):
Duty Location (City, State): Office Telephone Number (include area code):

FUNDING INFORMATION FOR MILITARY MEMBERS ONLY:

A. USN UIC (Unit Identification Code) or USMC RUC (Reporting Unit Code): MAJOR COMMAND:
B. Select the applicable category:
ACTIVE DUTY OFFICER ACTIVE DUTY ENLISTED RESERVE OFFICER RESERVE ENLISTED TAR OFFICER TAR ENLISTED

FUNDING INFORMATION FOR CIVILIAN EMPLOYEES ONLY:

A. USN UIC (Unit Identification Code) or USMC RUC (Reporting Unit Code): MAJOR COMMAND:
B. Select the applicable category: (Select one funding source from either Appropriated/WCF or Nonappropriated funds)
Appropriated Funds/WCF: O&M O&M, NR R&D WORKING CAPITAL FUND (WCF) DEFENSE HEALTH (DHP)
Nonappropriated Funds (NAF): EXCHANGES/NAVY LODGE MWR LODGING (BARRACKS/BOQ/BEO/BILLETING)

II. MODE(S) OF MASS TRANSPORTATION:

Identify the Mass Transportation system(s) you intend to use:
Identify the specific type(s) of pass/ticket(s) you intend to use:
Mass Transportation includes: Commuter Bus, Commuter Train, Subway/Light Rail, Van Pool, Ferry.
Van Pools must satisfy Internal Revenue Code §132(f) requirements and must submit a supplemental van pool form in conjunction with this form.
Ferries: Walkers, bicyclists, and van pool members are authorized to claim the foot passenger rate only.
Participants solely utilizing carpools, motorcycles, airplanes, bicycles, or walking, as their method of transportation, do not qualify for this benefit.
Benefits will be paid in the form of transit fare media wherever possible. Parking passes may be revoked dependent upon local command policy.

III. EMPLOYEE CERTIFICATION OF ACTUAL COSTS (MAXIMUM \$100.00 BENEFIT):

WARNING: This certification concerns a matter with the jurisdiction of an agency of the United States and making a false, fictitious, or fraudulent certification may render the maker subject to criminal prosecution under Title 18, United States Code, Section 1001, Civil Penalty Action, providing for administrative recoveries of up to \$10,000 per violation, and/or agency disciplinary actions up to and including dismissal.

I certify that this information is accurate and agree to notify the Installation POC of any change to employee status.
I certify that I am employed by the U.S. Navy or the U.S. Marine Corps and I am not a contractor.
I certify I will use this benefit for my daily commute to and from work and will not transfer it to another individual.
I certify that the monthly transit benefit I am receiving does not exceed my monthly commuting costs.
I certify that upon transfer, separation, termination of employment or retirement/resignation, I will return any unused vouchers or outstanding debt to the Installation POC.
I certify that my actual monthly mass transit commuting costs (not including parking fees) are: \$\$\$\$
I agree to notify the Installation POC should the fare amount and/or my ridership level increase/decrease.

Employee Signature: Date:

PRIVACY ACT STATEMENT: This information is solicited under authority of Public Law 101-509. Furnishing the information on this form is voluntary, but failure to do so may result in disapproval of your request for the Mass Transportation fringe benefit. The purpose of this information is to facilitate timely processing of your request, to ensure your eligibility, and to help prevent misuse of the funds involved.

(COMPLETE AND PROVIDE TO YOUR LOCAL POC - INCOMPLETE or ILLEGIBLE applications will NOT be processed.)