

U.S. Department of the Interior
Public Transportation Benefit Program
Authorization for Third Party Pick-Up of Transit
Subsidy

An authorized individual may only pick-up transit fare media for ONE absent employee. Unusual situations should be brought to the attention of the local Bureau/Office Coordinator.

I will be unable to pick up my transit fare media directly from the TASC distribution agent for the Quarterly Distribution period circled below:



Quarter 1: October through December



Quarter 2: January through March



Quarter 3: April through June



Quarter 4: July through September

I authorize the following individual to pick-up my transit subsidy fare media:

_____ - -
(print first and last name)

_____ - -
last four SS# digits of authorized co-worker

The above authorized individual must present their identification and this completed form to the TASC distribution agent. The authorized individual will then print the absent employee's name and last four SS# digits and sign their own name on the Transit Benefit Certification Form. The TASC distribution agent will retain this form.

Name and last four SS# digits of absent employee:

_____ - -
(print first and last name)

_____ - -
last four SS# digits of absent employee

Office telephone number of absent employee: () _____

Estimated dollar value of transit fare media to be obtained from the distribution agent:

\$ _____

Signature of absent employee: _____

Additional comments: