

## CARPOOL PROGRAM GUIDELINES

FY 2015 – 2016

1. A registered UCDHS Carpool consists of two or more persons sharing one car minimum of 3 days per week for their commute trips to the Medical Center.
2. A registered Non-UCDHS Carpool consists of one UCDHS employee and one or more non-UCDHS employee that work location is within 5 miles of the UC Davis Health System, sharing one car minimum of 3 days per week for their commute trips.
3. Each carpool will be assigned one permit. The permit should be clearly displayed on the driver's side dash.
4. 2-person carpool permits are honored in any "B" space. Also valid in "A" permit parking space on the Davis Campus.
5. 3-person carpool permits are valid in any "B" permit parking space, or in a designated carpool parking (CP3) space near one of the member's worksite. Also valid in "A" permit parking spaces on the Davis Campus.
6. **Temporary Ride Share Permit**  
Each member of a UCDHS carpool will receive one Temporary Ride Share Parking Permit. This permit is valid in any "B" permit parking space. Permit expires at the end of every fiscal year. All rideshare permits must be returned when completely used before Clean Air Commuter Passes can be purchased.
7. **Clean Air Commuter Passes**  
Carpoolers who have exhausted their Temporary Ride Share permit can purchase up to 24 Clean Air Commuter Passes per fiscal year.
8. **Guaranteed Ride Home Program**
  - Go to the Sacramento Transportation Management website at [www.sacramento-tma.org](http://www.sacramento-tma.org) to register.
  - Carpoolers who require a ride home in the event of an emergency. (sick child, you become ill at work, driver left because of an emergency, unscheduled overtime, etc.)
  - If you live less than 20 miles from the Medical Center you will receive a taxi voucher.
  - If you live more than 20 miles from the Medical Center you will receive a rental car to get home.
  - This service is offered at no charge up to 6 times per fiscal year.
9. **Changing or Canceling a carpool**
  - Relinquish the Carpool Permit and Temporary Ride Share Permits at the Parking and Transportation Services Office.



## PARKING & TRANSPORTATION SERVICES

4800 2nd Ave, Suite 1100  
Sacramento, CA 95817

Office: (916) 734-2687  
Fax: (916) 734-0600

[www.ucdmc.ucdavis.edu/parking](http://www.ucdmc.ucdavis.edu/parking)

*(No payroll cancellations will be processed until ALL permits has been turned in)*

- All members present to fill out cancellation paperwork.
- If one member of a two person carpool cancels, you are no longer a carpool and *must come in immediately and change permits.*
- If a member of a three person carpool cancels, the remaining two members *must change to a two person carpool immediately.*
- If a member of the carpool goes out on leave for any length of time, you are no longer a carpool and *must come in immediately and change permits.*

10. I understand that my participation in this program is voluntary and I am required to commute from my residence to UCDHS predominantly via carpooling. Furthermore, I understand that intentional falsification of information or violation of UCDHS Parking and Transportation Services Regulations or Alternative Transportation Program Guidelines may result in the issuance of a citation and/or forfeiture of parking privileges.

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### Carpool Permits Issued:

CP15 \_\_\_\_\_

RIDE15 \_\_\_\_\_

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### CARPOOL MEMBERS

_____	_____	_____
(Print Name)	(Signature)	(Home Zip Code)
_____	_____	_____
(Print Name)	(Signature)	(Home Zip Code)
_____	_____	_____
(Print Name)	(Signature)	(Home Zip Code)
_____	_____	_____
(Print Name)	(Signature)	(Home Zip Code)

By signing above, I acknowledge that I understand these guidelines.

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