



# Dial-A-Ride

## Eligibility Notice of Appeal

If you wish to appeal your eligibility determination for Dial-A-Ride, Ben Franklin Transit (BFT)' s American with Disabilities Act paratransit service, please complete this Notice of Appeal and submit it to BFT within 60 days of the date on your eligibility determination letter. If you are currently using Dial-A-Ride, the expiration date on your last eligibility letter remains in effect and is not automatically extended by submitting this Notice of Appeal.

### PLEASE PRINT CLEARLY

Name of Applicant: \_\_\_\_\_

Name of person submitting form (if different): \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

Date on DAR eligibility determination letter: \_\_\_\_\_

**By completing this form, Applicant acknowledges they have received and understand the Appeal Guidance & Acknowledgment form and requests that BFT schedule a hearing within 30 working days of receipt of this Notice, and that he/she be notified of the hearing time and place.**

This form must be signed by the Applicant, or by a Legal Guardian or designated Power of Attorney. If a Legal Guardian or Power of Attorney is signing this Notice for the Applicant, please include a current copy of the authorizing documentation. If the Applicant is under 18 years of age, a parent or Legal Guardian must sign this form.

Applicant  Parent  Legal Guardian  Power of Attorney

**Authorizing Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Contact phone number(s):** \_\_\_\_\_

Once signed, please submit the Notice of Appeal and supporting documentation by **one** of these methods:

**Fax:** 509.734.5195

or

**Mail:** Ben Franklin Transit  
Attn: Dial – A – Ride  
1000 Columbia Park Trail  
Richland, WA 99352

BFT assures nondiscrimination in accordance with Title VI of the Civil Rights Act of 1964 and the Americans with Disabilities Act. For more information, visit **[bft.org/Civil-Rights](http://bft.org/Civil-Rights)**.

All phone numbers are accessible for people who hearing impaired through Relay 711. To request alternative formats of this document, please call **509.735.0160**.