CommuteInfo Pooler Driver Safety Training Reimbursement Benefit Refund Application

CommuteInfo wants all commuters' trips to be safe ones. The CommuteInfo Pooler Driver Safety Training reimbursement provides volunteer drivers of CommuteInfo carpool and vanpool groups the opportunity to continue developing their driving skills by taking driver safety training courses, and be reimbursed for the cost.

Use this form to apply for reimbursement for the Pooler Driver Safety Training you completed. This refund application (and training class receipt) must be submitted within 30 days of the training class. Allow 45 days from receipt for review and reimbursement.

Name: _____

Home Address: _____

City: _____ **State**: _____ **Zip**: _____

Daytime Phone Number: (_____) _____ **ext.** _____

Training Provider: _____

Date and Time of Training: _____

Amount of Time Spent in the Training: _____ (hours)

Amount of Time Spent Travelling to and From the Training: _____ (hours)

Training Class Receipt Attached: ____ Yes ____ No

I certify that the above described Pooler Driver Safety Training meets all of the requirements of the CommuteInfo Pooler Driver Safety Training Reimbursement.

Signature: _____ Date: _____

Attach receipt and either mail to SPC – CommuteInfo, Two Chatham Center – Suite 500, 112 Washington Place, Pittsburgh, PA 15219 or you can scan and email the electronic file to CommuteInfo@spcregion.org.