



SMALL BUSINESS SMART PASS PILOT PROGRAM VTA SMART PASS REIMBURSEMENT REQUEST FORM

Reimbursement Program Eligibility Requirements:

- Business physical location (address) must be within a Parking Meter District
To confirm address eligibility please visit:
<https://www.sanjoseca.gov/your-government/departments-offices/transportation/transit/vta-smart-pass-for-small-businesses>
- Business must employ no more than 35 employees as verified by a City of San Jose Business License
- Business must have purchased VTA Smart Pass(s) between January 1, 2022 – June 30, 2024

Program Information:

- Reimbursement amount will be based on employee count and proof of payment to VTA
- Reimbursement is only for VTA Smart Pass(s) and cannot exceed 35 passes per business
- Reimbursement requests and required documentation **MUST** be submitted before June 30, 2024
- Program funding is limited and reimbursements will be approved on a first come first served basis
Email to confirm funding availability

Business Name:

Contact Name:

City of San Jose

Business License #:

Email:

Phone:

**Physical Business
Address:**

**Number of
Employees:**

To apply, please email SmallBusinessSPP@sanjoseca.gov and attach the following documents:

- Completed VTA SMART PASS REIMBURSEMENT REQUEST FORM
- Proof of Smart Pass Payment (receipt) from VTA

I declare under penalty of perjury under the laws of the State of California that the information I have provided is true and correct.

Signature:

Date:

Internal Use Only

Documents Included Yes No

Confirm Business Yes No

Approved Yes No

Date: