

Auraria EcoPass Authorization Form for MyRide Card



Form must be completed ENTIRELY by school.

Partner ID: 23393

Step 1 – Rider/Employee

You must create your MyRide account in the web portal before visiting one of the RTD sales outlets.

Step 2 – Coordinator (New MyRide Card Request)

Rider **must** be associated to your account prior to sending the employee to an RTD sales outlet.

NOTE: Status of rider may show as Action Required as they will receive the primary token (card) at the RTD sales outlet.

Step 3 – Coordinator (Replacement MyRide Card Request)

Cancel the rider's pass in your account prior to sending the employee to an RTD sales outlet.

	CU Denver
School select one	Metro
	CCD
	AHEC

Card Type select one	NEW	REPLACEMENT
Rider Information	Rider Email Address (Must match email used to create account)	
	Name as shown on ID (First & Last)	
College Information	Coordinator Name	
	Coordinator Phone	

The above rider is a current employee with the school indicated above and eligible for the EcoPass.

Coordinator Signature

Date

Form must be signed (original or e/digital), be completed and must be dated within 30 days otherwise forms are not valid. Employee must show a valid Drivers License or other government issued photo ID.

RTD Sales Outlet Locations, Days and Hours:

Civic Center Station: 1550 Broadway
 Denver Union Station: 1701 Wynkoop St. Downtown
 Boulder Station: 1400 Walnut St.
 Boulder Junction Station: 3175 Pearl Pkwy. **TEMPORARY**
 Denver International Airport: Level 1 Transit Center

Hours: Monday – Friday 8:00a – 5:30p
 Hours: Monday – Friday 8:00a – 5:30p
TEMPORARILY CLOSED
 Hours: Monday – Friday 8:00a – 5:00p
 Hours: Monday – Friday 8:00a – 4:00p

RTD Sales Outlets closed the following holiday observed days:

New Year's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving, Day after Thanksgiving, or Christmas

RTD USE ONLY	Assigned Card #	
	Station	Time
	RTD Sales Rep Initials	Date