How to complete your ACCESS 65 Plus Application by Mail

Complete and submit the application form:

- Make sure the application is complete, print clearly, and do not use pencil or highlight any information
- Be sure **you sign** your application
- Attach a **clear, legible photocopy** of one of the following proof of age documents to the application:
    - Valid Passport
    - Valid Pennsylvania Driver's License
    - Valid Pennsylvania Photo Identification Card

- Completed applications and a clear legible copy of the accepted photo ID can be scanned and emailed to: **65plus@accesstransys.com** or a hard copy can be mailed to **ACCESS Transportation Systems, 650 Smithfield St., Suite 440, Pittsburgh, PA 15222**
- We cannot accept applications by fax
- Applications that are incomplete or illegible will be returned

Information needed about you:

- You must be aged 65 or over
- If you use a wheelchair, other mobility aid, or need other special assistance (ex., I am blind) please note this in the appropriate space on the application form
- If you require written materials in an accessible format, please record that in the space provided on the application
- Emergency contact information including a cell phone number if available

When will I receive my ACCESS 65 Plus ID card?

You will receive your ACCESS 65 Plus ID card and information about how to use the service within about two weeks from the date your application was received.

Additional Questions?

If you have questions or need assistance with any aspect of this process, please call **Josephine Moore at (412) 562-5353** or **TTY 711**.