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# Vanpool Guide

## Discover the Benefits of Vanpooling

### What is a Vanpool?

A vanpool is a group of commuters who share the ride to and from work in vans provided by RideFinders for a monthly fare, with each commuter serving in one of these roles:

- **Primary Driver:** Receives a FREE commute in exchange for driving, fueling, and administering the vanpool.
- **Riders:** Pay an equal monthly fare that covers the total monthly vanpool operating cost.
- **Back-up Driver:** Rider who drives the vanpool when the primary driver is unable to drive.

### Vanpool Overview

- **Fuel and Wash:** Vanpools receive fleet cards to obtain car washes and purchase fuel at a discount of up to 20¢ off the pump price.
- **Insurance:** Provided by RideFinders at or above statutory minimums for injury, property damage and uninsured motorists.
- **Maintenance:** Primary driver obtains basic maintenance, while RideFinders performs extensive maintenance, repairs and inspections, and provides back-up van if needed.
- **Reporting:** Drivers compile and submit daily vanpool mileage and ridership information on a monthly basis to RideFinders, which is then sent to the Federal government.
- **Van Features:** AM/FM stereo, power windows/locks, cruise control and front/rear air conditioning/heat/defroster are standard on all vehicles.
- **Vanpool Fares:** Riders pay a monthly fare that covers the total monthly vanpool operating cost, with no profit for RideFinders which consists of:
  - **Lease Cost:** Fixed cost for all administration, insurance and maintenance costs based on monthly commute mileage.
  - **Fuel Cost:** Variable cost based on current fuel prices and number of visits to the gas station each month minus the discount on the pump price RideFinders provides.

Click the [Vanpool Fare Chart](#) to view the estimated monthly vanpool fare per rider based on commute miles, number of riders and current fuel prices.

### Join an Existing Vanpool

1. Click [Create a New Commuter Profile](#) to register with RideFinders free ridematching service or call (800) 847-7433.
2. Obtain a Vanpool Matchlist of existing vanpools with similar commutes to yours from the ridematching service.
3. Contact the primary drivers on your Vanpool Matchlist to discuss joining the vanpool.
4. If you are able to join the vanpool, complete a rider application provided by the primary driver and submit it to RideFinders.

### Join an Existing Vanpool (continued)

5. Receive a Vanpool Rider Agreement from RideFinders to complete, print and mail back as soon as possible.
6. Upon approval of the agreement, RideFinders will inform you and the primary driver that you may begin riding.

### Start a New Vanpool

1. Call (800) 847-7433 or email [ridefinders@mct.org](mailto:ridefinders@mct.org) to request a Vanpool Application Packet and free "matchlist" of potential commuters for your vanpool.
2. Discuss the following with your potential vanpoolers:
  - Who will be the primary and back-up drivers?
  - What time will we leave for work and home?
  - What will be our pick-up and drop-off points?
  - How long do we wait for riders?
  - How much will it cost to ride?
3. Once you have compiled the Vanpool Application Packet materials for the primary driver, five riders and at least one back-up driver, mail the materials to RideFinders.
4. Upon approval of the primary and a back-up driver by RideFinders, the new vanpool will start on the first weekday of the next month.

### Vanpool Benefits

- **Save Money:** Primary drivers, and some Federal employees receiving a vanpool subsidy from their employers, commute for free, while all riders save hundreds or thousands of dollars in gas and other commute costs.
- **Reduce Stress:** Vanpool riders can sit back and enjoy the ride with time to read, work, sleep or relax without the stress of driving their own vehicle.
- **Ease Traffic:** Vanpools remove nearly 800 vehicles and 60,000 driving miles from our region's roadways daily – easing traffic congestion for everyone.
- **Improve Air Quality:** By reducing the number of vehicles on the road, vanpooling helps eliminate over 2 million pounds of air pollution annually – allowing everyone to breathe easier.
- **Guaranteed Peace of Mind:** Vanpoolers receive up to four (4) \$125 taxi rides per year if they have to work late or leave early, guaranteeing a way home with RideFinders.