

**State of Oregon - Department of Administrative Services
Verification of Employment Application for
Free Monthly Bus Pass for Temporary State Employees**

Print Name: _____

Agency Name/Division: _____

Agency Address: _____

My employment status is:

Contract temporary employed through:

- Goodwill Personnel Services
- DePaul Staffing Services
- Galt Foundation
- Other: _____
- Intern/Student Worker
- Volunteer

I certify that I am working for a State agency within the Capitol Mall boundaries of Church Street, D Street, 13th Street and Mill Street.

Employee Signature: _____

Employment Verification by Supervisor

Projected Termination Date: _____

Supervisor Signature: _____

Supervisor Phone: _____ Date: _____

Applicants who qualify by working within the Capitol Mall boundaries receive a free monthly bus pass and guaranteed ride. The bus pass may be used on any Salem-Keizer Area Transit route, time or day without restriction.

Free bus passes are issued only at the State Parking Office. A new Verification of Employment Application form is required for each month a pass is requested. Applications may be submitted by mail, by FAX or in person. Bus passes are mailed to the employee at the agency address specified above or issued over the counter at the State Parking office. Please call State Parking in advance to make any other arrangements.

Department of Administrative Services
State Parking – 1225 Ferry St., SE U100 – Salem, OR 97301-4281
PHONE: 503/378-5090 - FAX: 503/378-2157