



Mobility Management  
of Brown County

*"Creating Independence"*

## INSTRUCTIONS TO PARTICIPATE IN THE VOUCHER PROGRAM FOR INDIVIDUALS

1. Read the Voucher Program Policy & Procedures handbook.
2. Complete the Individual Voucher Purchase Application. Return it to:  
Mobility Coordinator/Green Bay Metro  
901 University Ave.  
Green Bay, WI 54302
3. After the Individual Voucher Purchase Application is on file and approved, you can begin purchasing vouchers according to the policy and procedure handbook.
4. You can pre-order via email at [voucher@greenbaywi.gov](mailto:voucher@greenbaywi.gov). Payments must be made in full at pick-up. Credit card fees and NSF charges may apply.
5. Treat the voucher as if they were cash. Vouchers will not be replaced if lost or damaged.
6. Vouchers cannot be given to someone else to use. Your vouchers are for you to use.
7. If the voucher is more than the cost of the ride, you will not be given change.
8. If the voucher is less than the cost of the ride, you will be charged the difference.

**2020 vouchers expire at MIDNIGHT, DECEMBER 31, 2020**

You will be able to purchase 2021 vouchers in December, 2020.

On January 1, 2021 the new 2021 vouchers will be accepted.

2021 vouchers expire at midnight, December 31, 2021.