



Please complete this form if you would like to appeal our determination regarding your eligibility for RTS Access.

Return the completed form to the Paratransit Appeals Coordinator located at 1372 East Main Street, Rochester NY 14609. The Coordinator must receive your request no later than 60 days from the date in the body of your eligibility determination letter.

If the Coordinator receives your request by the deadline, the Coordinator will contact you and arrange for your appeal to go before the RTS Paratransit Appeals Committee. If the Coordinator receives your request after the deadline, the original determination remains in effect.

Provide your name, phone number, and mailing address.

<i>Customer Name</i>	<i>Phone Number</i>
<i>Mailing Address</i>	

Select one of the following choices for your appeal participation.

I choose to submit additional information for the Paratransit Appeals Committee to consider, but do not want to appeal in person.

(If you choose this option, please send all additional information you would like the Paratransit Appeals Committee to consider along with this form. Please consider the information on the page attached to your letter of determination titled "Basis for the Determination" when preparing additional information.)

I choose to appeal in person.

(If you choose this option, we will contact you to schedule a mutually agreeable day and time for the appeal hearing. You may bring additional information to the hearing and can attend with others who are able to provide information on your behalf. If you have a disability that requires a Reasonable Accommodation in order for you to participate in the appeal hearing, please request the accommodation in advance from RTS Access.)

The eligibility decision I am appealing is dated: _____

Select the choice that best describes the decision you want to appeal.

Determination of ineligibility

Type of eligibility

<i>Signature</i>	<i>Date</i>
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Mail or deliver the completed form to 1372 East Main Street, Rochester NY 14609, Attention: Paratransit Coordinator.