



IF SENDING ADA/HALF FARE PAPERWORK VIA  
EMAIL, THE FOLLOWING MUST BE DONE:

SUBJECT LINE OF EMAIL MUST READ:

**ATA Bus (YEAR) ADA/Half Fare Paperwork – Last Name, First Name**

EMAIL BODY MUST READ:

**My name is \_\_\_\_\_ and I am sending this email to apply for the  
curb-to-curb/half fare service with Flint Hills ATA Bus for (YEAR).**

**NO EMAIL ATTACHMENTS WILL BE READ OR  
FORWARDED IF NOT DONE IN THIS FORMAT.  
THANK YOU!**