



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

SUBJECT LINE OF EMAIL MUST READ:

**ATA Bus 2024 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 2024. (doesn't need to be word for word but must be very similar)**

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