



BEACH CITIES TRANSIT

GENERAL APPLICATION INSTRUCTIONS APPLICATIONS MAY BE SUBMITTED BY MAIL OR IN PERSON

To apply for a BCT Identification Card:

1. AT A CUSTOMER CENTER

- A. Complete and submit this application. It **MUST BE** signed by you. ORIGINAL SIGNATURES ONLY.
- B. Full face photo only. (No hats, bandanas, or sun-glasses)
- C. In order to qualify for the Lawndale Bus Pass Subsidy - verification of residency is required. Include a copy of your current residence utility bill (Landline Telephone, Water, Gas, Electricity or Cable)
- D. Pay an application fee of \$1.00 (Non-refundable)

2. BY MAIL

- A. Send items 1A, 1B, 1C (if applicable) and 1D. Pay the \$1.00 application fee by Check or Money Order ONLY (made payable to City of Redondo Beach).
- B. Include all items in one (1) envelope and mail to:

**City of Redondo Beach
Beach Cities Transit
415 Diamond Street
Redondo Beach, CA 90277**

ATTENTION

- IF APPLICATION IS APPROVED, THE I.D. CARD WILL BE MAILED TO YOUR HOME ADDRESS WITHIN 20 BUSINESS DAYS FROM THE DATE THE APPLICATION WAS SUBMITTED.
- FAILURE TO INCLUDE ANY REQUESTED ITEMS **WILL CAUSE DELAYS** IN PROCESSING YOUR REQUEST FOR AN IDENTIFICATION CARD.

REPLACEMENT INFORMATION: FOR LOST, STOLEN OR DESTROYED IDENTIFICATION CARDS:

CALL BCT IMMEDIATELY AT (310) 937-6660 TO REPORT A LOST, STOLEN OR DESTROYED IDENTIFICATION CARD, FAILURE TO DO SO MAY RESULT IN THE LOSS OF YOUR BCT IDENTIFICATION CARD PRIVILEGES.

- Mark the replacement box on the application. Submit the completed APPLICATION in person at BCT Customer Center.
- Present a valid personal I.D.
- Pay a \$5.00 replacement fee. (Non-refundable)

FOR MORE INFORMATION, CALL (310) 937-6660