

2 WAYS TO RIDE

1. Walk-On

- a. Just arrive at a Bauer's bus stop before the scheduled bus arrival time
 - i. Unfortunately we can't guarantee there will be seats available without reservations
- b. Pay for your trip on board the bus with a credit card, or with your Wi-Drive card using funds in your Wi-Drive account

2. Reserve Online

- a. Reserve a spot on the bus (general seating) any time up to two hours before the bus is scheduled to depart from your selected location
 - i. Pay online with your credit card at the time of making your reservations
 - ii. Pay online with funds in your Bauer's Wi-Drive account
 1. may include Commuter Checks, Wageworks or other commuter type checks or vouchers deposited in your Wi-Drive account
 2. may include funds deposited into your Wi-Drive account by credit card

TO REGISTER YOUR BAUER'S WI-DRIVE CARD

Step 1 – Create a Wi-Drive online account

Complete this step regardless of how you will fund your Wi-Drive card. Your Wi-Drive online account allows you to deposit funds to your Wi-Drive card and to review your transactions

- 1) Point your browser to **<http://www.bauerswi-drive.org>**
- 2) Select the link called "Register Your Card" located near the center of the page
- 3) Select "I Have a Card"
- 4) Select "Register"
- 5) Enter your information into the required fields
- 6) Once registration is complete you will receive a temporary password by email
- 7) After receiving your password, follow the instructions below to access your account – you may then change your password

Step 2 – Activate your Wi-Drive card

A Wi-Drive card is activated by depositing funds into the associated Wi-Drive account. You may deposit funds online using a credit card, and/or providing Commuter Checks, Wageworks, or other commuter type checks, to an attendant on a Wi-Drive bus.

If depositing funds to your Wi-Drive card by Credit Card:

- 1) Point your browser to **<http://www.bauerswi-drive.org>**
- 2) Select the link near the center of the page called "Access Your Account"
- 3) Under the heading LOGIN HERE, enter your email address and your password
- 4) Fill in the required fields to deposit funds using a credit card

If depositing funds to your Wi-Drive card by Commuter type checks or vouchers

You must first create a Wi-Drive online account before submitting commuter type checks or vouchers to an attendant on a Wi-Drive bus (follow Step 1 above).

Submit Commuters Checks, Wageworks or any other commuter type checks or vouchers to an attendant on a Wi-Drive bus. These funds will be deposited to your Wi-Drive account by Bauer's personnel.

When submitting commuter type checks or vouchers please provide the following information – as it was entered when creating your Wi-Drive online account:

- 1) Your full name _____
- 2) Wi-Drive Card# _____
- 3) Email address _____

Please Note: Commuters Checks, Wageworks or any other commuter type checks or vouchers will take 24 hours to be posted in your account. If submitted on a Friday, the checks and/or vouchers will not be posted to the account until Tuesday.

TO ACCESS YOUR BAUER'S WI-DRIVE ACCOUNT AFTER CARD REGISTRATION

You will need to access your account to deposit funds with your credit card and/or to view the history of your transactions

- 1) Point your browser to **<http://www.bauerswi-drive.org>**
- 2) Select the link near the center of the page called "Access Your Account"
- 3) Under the heading LOGIN HERE, enter your email address and password – select the Login button

TO MAKE ONLINE RESERVATIONS

- 1) Point your browser to **<http://www.bauerswi-drive.org>**
- 2) Select the link near the top of the page called "Reservations"
 - a. Note that bookmarking the account login page may not work reliably
- 3) Select the desired trips and the dates to repeat those trips
- 4) If you book 20 days of round trips (or 40 individual trips) in the same reservation you will receive the monthly booking discount