

You do have the right to appeal this decision.

The letter that informs *ACCESS* applicants they have been found ineligible, or that their eligibility is limited in any way, includes information about the appeal process, including how to file an appeal. Anything less than full unconditional eligibility requires appeal information.

If an applicant misses the appeal deadline, the applicant may reapply at any time, and if denied, appeal.

Kitsap Transit requires that appeals be filed within 60 days of the eligibility denial. If an applicant misses this deadline, the applicant may reapply at any time for eligibility, and then, if denied again, may file an appeal. Kitsap Transit's appeal process includes an opportunity to be heard and to present information and arguments. If the applicant needs transportation to the appeal hearing, Kitsap Transit will provide it. If Kitsap Transit has not made a decision within 30 days of the completion of the appeal process, service will be provided from that time, until and unless a decision to deny the appeal is issued. Kitsap Transit does not provide *ACCESS* service while the appeal is under consideration (49CFR section 37.125 (g))

To make a formal appeal of your review:

Write a brief letter stating that you intend to appeal and the reasons for your appeal, within 60 days of the review determination. Include with your appeal letter the date of your denial letter or a copy of the eligibility review letter. You will be contacted within 30 days of receipt of your written appeal to make further evaluation arrangements. Send your written appeal to:

Kitsap Transit *ACCESS* Eligibility Appeals
Attn: Michael Bozarth, Operations Director
200 S Charleston Blvd
Bremerton, WA 98312

If you have any questions about the services provided by Kitsap Transit *ACCESS* feel free to contact the Eligibility Department at (360) 478-6914.