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**University of Wisconsin-Madison**

**Instructions for Arranged Transportation**

* We will call you two days prior to your visit to confirm that you still need a ride arranged to/from your study visit.
* You MUST call us back to confirm before we will make the reservation. If we do not hear from you, we will not arrange for a ride, your study visit will be canceled, and you will not be able to participate in the study.
* The driver will try to call you if you are not outside your pickup location. If you are not there within 5 minutes of the scheduled time, the driver may cancel the ride. You will not be permitted to reschedule.
* The driver will only take you to the pre-arranged destination. If you wish to change your destination, you will be personally responsible for the cost of the ride.
* No gratuity (tip) is required for any arranged transportation.
* Please call 608-890-4794 to cancel your visit and transportation

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