



## Licking County Transit Passenger Code of Conduct

Licking County Transit is a public transportation service for Licking County.

The following code of conduct is in place to ensure our mission of safely connecting people to places and possibilities:

1. **Be Ready:** Please be at your pick-up location five minutes prior to the scheduled departure time. For questions or assistance, contact scheduling at (740) 670-5185 Option 1.
2. **Have Proper Fare:** Have your exact cash fare or pass ready. LCT does not issue change or refunds. Your operator may deny service if you do not have the proper fare.
3. **Maintain Service Animals:** Service animals trained to assist people with disabilities are welcome on board. Please keep your service animal on a leash. Other animals or pets may ride only if they are in a carrier that fits on your lap. Please ensure that all animals remain well-behaved.
4. **Secure Belongings:** All carry-on items are limited to what passengers can hold safely or what can be stowed.
5. **Travel Securely:** According to Ohio Law, seatbelts must be used at all times when available in vehicles. This is for the safety of all passengers.
6. **Child Safety:** The law dictates that any child under age 4 or under 40 pounds in weight must ride in a child safety seat. Children who outgrow a child safety seat should ride in a booster seat until age 8. Children taller than 4 feet, 9 inches, do not need to use a booster seat, as they should fit into the vehicle's seat belt properly. A parent or guardian must provide the child safety seat(s).
7. **Child Rides:** Children from age 7 up to the age of 18 may travel alone at full fare. Children under 7 must be accompanied by an adult. A parent or guardian must make reservations for children ages 7-12 that are traveling alone.
8. **Secure Mobility Devices:** We ask passengers riding LCT to give priority seating to seniors and people with disabilities. To protect you and your fellow passengers, and to comply with the Americans with Disabilities Act (ADA), the vehicle's operator will

secure any mobility device that you have on board. Please cooperate with your operator to ensure everyone has a safe ride.

9. **No Motorized Devices:** Motorized devices, such as a scooter or Segway, are prohibited on the bus. This does not include ADA mobility devices.
10. **Be Considerate:** Cursing/swearing, disruptive behavior, threatening, lewd comments, and/or other inappropriate actions are not tolerated. Assaulting, harassing, or intimidating LCT employees or passengers could cause you to be banned from the vehicle and/or arrested.
11. **Do Not Distract the Operator:** Since your operator's first concern is ensuring you arrive at your destination safely, please avoid prolonged conversations with the operator while the vehicle is in motion.
12. **Turn Off the Volume:** No playing of any audio devices. Loud music and phone conversations can be distracting to the operator and other passengers. The use of devices with headphones is permitted as long as it does not impact others.
13. **Keep It Clean:** LCT requires that customers maintain acceptable hygiene when riding. Please do not expose other passengers to bodily fluids of any kind, or odors that may present health or safety risks. Clothing that covers the body is required (e.g., Shirts, shoes, pants, shorts, skirts, etc.).
14. **No Smoking, Eating, or Drinking:** Passengers are not permitted to eat, drink, smoke, or use e-cigarettes. Please exhale any and all smoke before boarding. Any food or drink brought on board must be completely covered.
15. **No Drugs or Alcohol:** Using drugs or drinking alcohol on any LCT vehicle and/or property violates LCT policy and Ohio law.
16. **Weapons:** The possession of any weapons (and/or objects defined as or intended to be used as a weapon) on LCT vehicles and/or LCT property is prohibited, with the exception that the rider's possession is associated with lawful employment or follows federal conceal to carry laws. When permitted on a LCT vehicle, weapons shall be kept in a safe and secure fashion.
17. **No Dangerous Equipment:** Dangerous equipment and/or hazardous materials such as car batteries, gas cans, lawnmowers, paint thinners, etc. are not permitted on any LCT vehicle and/or property.

#### **Violations:**

Violations of the LCT Code of Conduct may result in restricted use of Transit services, up to and including, permanent loss of Transit services.

A warning letter from the Licking County Transit management team will be sent when a violation of the Code of Conduct has occurred. The severity of the violation will dictate if a suspension or ban is warranted. Multiple or repeated violations will factor into a suspension or ban of services. Depending on the severity of the offense, a passenger may be immediately suspended or banned from services before a warning letter is issued.

**Appeals:**

An appeal of a suspension must be submitted to the Licking County Transit management team (745 East Main St. Newark, OH) within 30 days after notification of suspension from services.

An appeal of a permanent ban from LCT services must be submitted to the Licking County Board of Commissioners (20 East Main St. Newark, OH) within 30 days after notification of ban from services.