








## I-GO works for all of us because members care about their fellow members.

### This is how you can help.

-  1. Check the car when you get in and let us know if there is any damage.
-  2. Keep the car clean. Take your belongings with you and recycle any trash.
-  3. Don't smoke in an I-GO Car.
-  4. Fill the car with gas if it is at  $\frac{1}{4}$  tank or less. Use the Wright Express fuel card located in the visor above the driver's seat and we will credit your account \$2 for taking the time to help (it's a member requirement too).
-  5. Take the car to a car wash if it looks like it needs it and we will credit your account \$2 (and reimburse you up to \$5 towards the cost of the car wash for helping us keep our fleet clean).
-  6. Pets must be in carriers.
-  7. **RETURN THE CAR ON TIME** or extend your reservation if you need more time. (late penalty charges begin at \$10 for the first 30 minutes).

## More Tips

- The Card Reader has three lights: Green, Yellow and Red. If you look at these lights, you can tell what the card reader is doing. It's green when the doors are unlocked, yellow when the system is verifying your information and red when the doors are locked.
- It can sometimes take up to 25 seconds for the card reader to respond to your card. If it doesn't work the first time, move the card away from the windshield for a few seconds and then try again.
- Only use the Smart Card at the beginning and end of a trip; use the ignition/door key in mid-trip.
- If you don't put the key and fob back into the glovebox slot, the next member will not be able to enter the car. This can lead to substantial penalties for you.
- If you need help at any time call the 24-hour Emergency Operator at **773-278-4446** and press 3.



# Go Guide

## Simple Steps

### 1. To reserve a car:



### Go online at

[www.igocars.org](http://www.igocars.org)

or call 773-278-4446/press 3

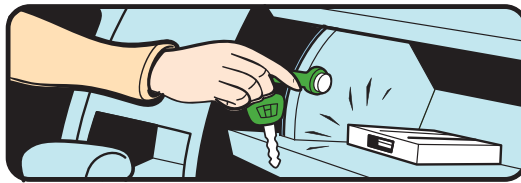
Make sure you have your member ID # and pin # handy. You will need them.

### 2. When you get to the car:



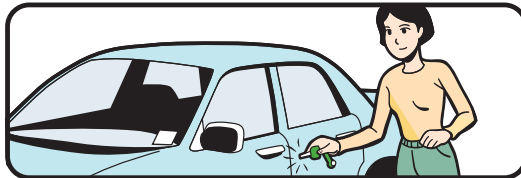
#### A. Take your I-GO smartcard with you to unlock the door.

Hold the card over the sticker until you hear the doors unlock and the light on the card reader turns green.



#### B. Remove the key and green fob from the glovebox fob holder and start the car.

### 3. During your trip:



Take the ignition key with you and use it to lock and unlock the doors.

### 4. When your trip ends:



#### A. Insert the green fob with attached key back into the glovebox fob holder.

This is very important!!



#### B. Get out of the car and hold the smartcard over the sticker until the door locks and the light on the card reader turns red.

Enjoy your trip!