

HOW TO PURCHASE A 2025 DART ANNUAL PASS

Step 1: Request a Pass -- For a 01/01/2025 (initial registration) pass, the Payroll Deduction Form must have been received by HR downtown by 11/1/24 - no exceptions. See HR Reps list on HR Website under DART Program OR bring your payroll deduction form directly to HR downtown (Records Building) in person or email at araceli.vazquez1@dallascounty.org.

For participation on 02/01/2025 or later (Feb., Mar., Apr., etc.), your Payroll Deduction Form must be received at least one month in advance and by the 1st of the month for the following month's participation, (Ex: If you plan to ride DART beginning 02/01/2025, your form must be submitted to HR downtown no later than 01/01/2025). See Purchase Deadlines on HR Website under DART Program.

Step 2: Select Pass Type - Select the type of pass you wish to purchase (i.e. Local or Regional). **All Go Passes.** The pass you select is the pass you will get and be required to pay for via payroll deduction.

Step 3: Complete the Form - Complete the DART Annual Pass Enrollment Payroll Deduction Form Calendar Year 2025 and submit to your HR Rep OR HR downtown (Records Building) by 11/1/24 for 1/1/2025 participation OR by the 1st of the month for participation in the program for the next month.

Step 4: DOWNLOAD DART GOPASS APP - "Go Pass" you will be required to set up your cell phone app.

LOST/STOLEN PASSES - No more hassle of replacing a lost/stolen pass. The "Go Pass" can be activated on replacement or new phone. It is extremely important that you make every effort to secure your 2025 Annual DART pass. You no longer will be required to pay for replacing lost/stolen pass. However, you will be required to contact Human Resources (HR) downtown -Records Building-500 Elm St., 4th Fl., Ste. 4100, if "Go Pass" need to be reactivated on replacement or new phone. HR will notify Dart executive representative at the DART Store, 1401 Pacific (Akard Station) to deactivate and reactivate on new phone. Dart Hours of operation are M-F, 7:30 a.m. to 5:30 p.m.