



"An Island Business connecting Islanders since 1913"

Grosse Ile Bridge Company's Application and Rules for Request to Approve Guest Passes for Special Events

The Grosse Ile Bridge Company (GIBC) recognizes that some customers wish to produce pre-paid Guest Passes for crossing the Toll Bridge that can be included in invitations for special events (e.g., weddings, charity golf outing, large parties, etc.). We want to help you to make your special event on the Island a tremendous success.

The GIBC will attempt to accommodate all requests; however, we ask customers to understand that the Wayne County Bridge closure period has greatly increased our administrative burdens for normal operations. In the case that the administrative burdens of processing Guest Pass requests become too great, the GIBC reserves the right to suspend, or end, the acceptance of applications without advance notice.

As a result, the GIBC will only consider requests for Guest Passes that meet the following rules and design criteria:

1. Rules:

- The GIBC's **Application for Guest Passes** must be filled out, signed and submitted to the GIBC at least one month in advance of the event date. A full payment by credit card for the requested number of Guest Passes must be submitted with the application. Your credit card will not be processed until the GIBC notifies you by phone or e-mail that your Application has been approved.

Required payments are calculated by multiplying the number of guest Passes requested by the round-trip user fee toll rate of \$5 (for example, 100 Guest Passes requested, $100 \times \$5 = \500). This cost would be charged to your credit card.

- After the event, the GIBC will calculate the passes turned in for event, return them to the Event sponsor. If the number of Guest Passes collected at the toll plaza is lower than the number for which you paid, you will receive a refund within one month of the date of the event.

If the number of Guest Passes collected exceeds the number for which you paid, you will receive an invoice and the additional cost will be charge to your credit card that you have previously provided. It is important to understand that the customer is 100% responsible for authorized, or unauthorized, duplication of your Guest Passes. The GIBC assumes no responsibility or liability for determining the validity of Guest Passes submitted at the toll plaza.

- Guest Passes can only be used in the attended lane at the toll plaza for the Toll Bridge
- Guest Passes are only good for the day or days, of the event.
- The GIBC will not design or produce Guest Passes. The customer is entirely responsible for designing and producing them according to the GIBC design criteria.

2. Design Criteria:

- Guest Passes must not be larger than 4"x 6" and cannot be smaller than 2"x3" (i.e., standard business card size)
- Guest Passes must include the event name and date, or dates, on the front side.
- Guest passes must not have objects glued, stapled or taped to them (e.g., decorative stickers, glitter, ribbons, etc....)
- Guest Passes must include the following message on the front side: **"Please use the attended lane Only"**.

3. Submission of Application

Please submit this complete application by mailing it to the:

**Grosse Ile Bridge Company
18201 Bridge Road
Riverview, MI 48193**

4. More Information or Questions

- If you want more information or have questions about the Guest Pass application process, rules, or design criteria, please contact the GIBC by phone at (737) 282-2914 or e-mail bridgepass@grosseilebridge.com

**Grosse Ile Bridge Company
Application for Guest Passes**

- **Applicant's Name**

First & Last Name: _____

- **Applicant's Mailing Address:**

Street or P.O. Box # _____

City, State, Zip Code _____

- **Applicant's Preferred Phone Number & E-mail Address**

Phone Number: _____

E-mail Address: _____

- **Event Details:**

Date: _____

Event Name: _____

Event Sponsor or Host _____

Location: _____

Number of Guests Passes Requested: _____

- **Guest Pass Design:**

Please enclose with the application, design for Guest Pass must meet the GIBC's criteria

- **Pre-payment:**

Please provide the credit card and expiration date with the calculated dollar amount to charge to your credit card for the Guest Passes that are requested. Your credit card will not be processed until GIBC notifies you that your application is approved.

Type of Credit Card _____ Dollar Amount: \$ _____

Card Number: ____/____/____/____ exp: ____/____

- **Submission of Application:**

Please submit this completed Application to:

Grosse Ile Bridge Company

18201 Bridge Rd

Riverview, MI 48193

- **Agreement to Abide by All Rules and Design Criteria for Guest Passes**

I have read, understand and will abide by all rules and design criteria in the Application For Guest Passes.

- Signature: _____ Date _____

Grosse Ile Bridge Company

Special Event Pass

Event:

Date:

Time:

Please enter the booth lane and give this ticket to the toll attendant for your crossing. **ONLY** hard copies of passes will be accepted.



Above is an example of a special event pass. Please fill out the event, date, and time when creating your own or feel free to use the template we have provided.

Passes must not be larger than 4"x6" and cannot be smaller than 2"x3".

Thank you! 😊