



## How to Register and Add Money to your Dirigo TouchPass Card

There are two easy ways to add money to your TouchPass Card

### 1. Add Money at Participating Sales Locations:

You can stop by one of our many reload locations and use cash or a credit/debit card to add money to your TouchPass account. See list of participating locations on back (page 2).

### 2. Add Money Online:

You can register your card and login to your TouchPass account to load money online at **Touchpass.com**.

#### How to Register your Card:

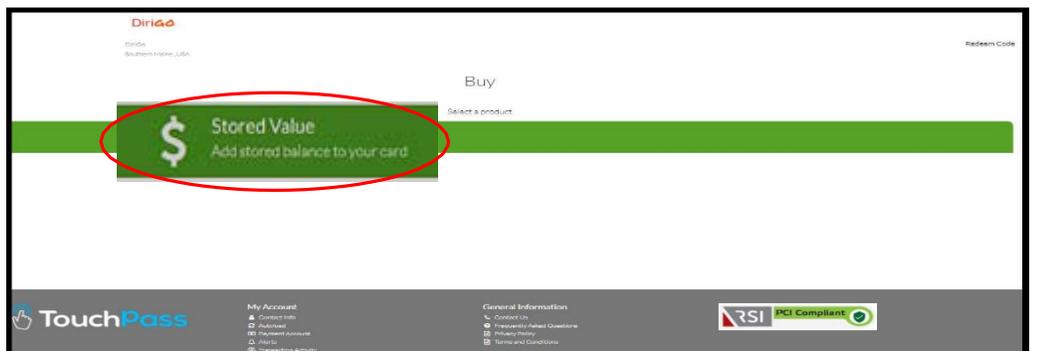
Visit Touchpass.com, click "**Register**" on the home screen, next click "**I Want to use a Card.**" On the registration screen, enter a username and password (minimum 8 characters must contain: uppercase letter, lowercase letter, and number), enter the card number on the back of your TouchPass Card, read and agree to the terms and conditions, then click "**Register.**"

#### Add Money to your Account:

Once you're registered and logged into your account, click "**Buy**" in the upper right-hand corner of the home screen.



Next click the **green "Stored Value"** bar to bring up the Purchase screen.

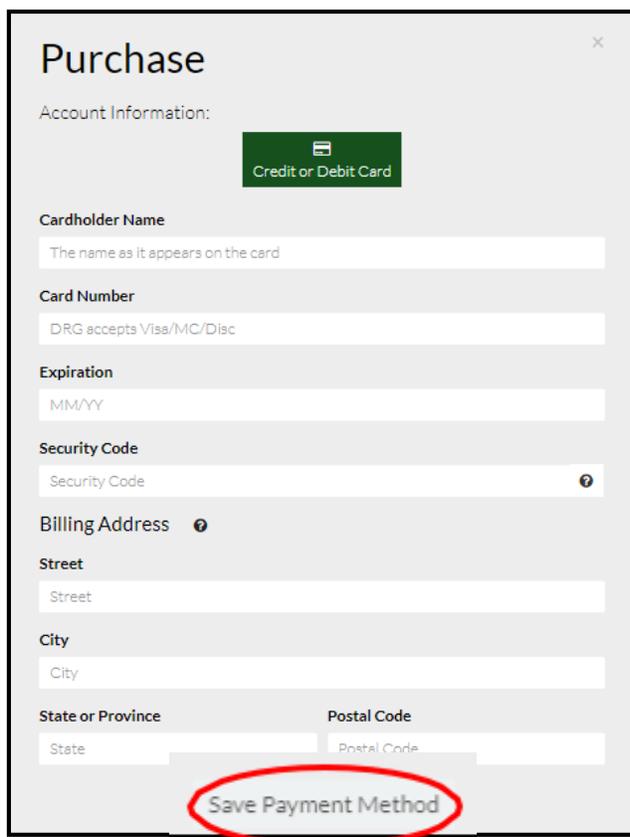
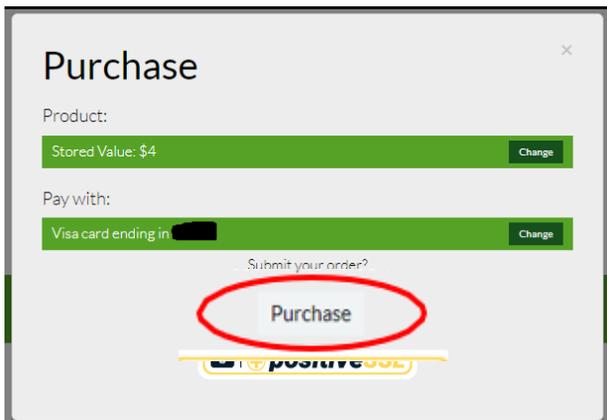


Enter the amount of money you would like to add to your card (you can add any amount from \$4 to \$200) then click "**Next.**"



Enter your credit or debit card information and click **"Save Payment Method."**

**Take a second look to make sure you're loading the correct amount of money** (no refunds will be given), then click **"Purchase"** to complete the transaction. When you return to the home screen you will see your stored value balance.



**IMPORTANT REMINDER: A customer may not have an active Dirigo TouchPass card and a mobile app account at the same time. If you enter your card number into the mobile app, the card will become deactivated. Replacement cards cost \$5.00. If you use your smartphone to load value onto your card, be sure you are logging in at Touchpass.com and not through the mobile app.**

## List of participating reload locations: (effective 9/15/2020)

- Metro Pulse - 21 Elm St., Portland
- South Portland City Hall - 25 Cottage Rd., South Portland
- Saco Transportation Center (Train Station) - 138 Main St., Saco
- CVS - 449 Forest Ave., Portland
- CVS - 111 Auburn St., Portland
- CVS - 1406 Congress St., Portland
- CVS - 510 Congress St., Portland
- CVS - 870 Main St., Westbrook
- CVS - 51 Market St., South Portland
- CVS - 384 Elm St., Biddeford
- CVS - 12 Middle St., Freeport

### More info about your Dirigo TouchPass Card.

Your Dirigo TouchPass Card can be used on Greater Portland METRO, Biddeford Saco Old Orchard Beach Transit, and South Portland Bus Service.

**For additional information & links to our three agencies:**

**Visit: [DirigoTouchPass.org](http://DirigoTouchPass.org)**

**Call: 833-272-7270**

More reload locations to come!

**Check [DirigoTouchpass.org](http://DirigoTouchpass.org) for the most current list of reload locations**

(Marketing Projects/Fare Changes/Dirigo HOW TO. – 9.17.2020)