

How applicants apply for their corporate annual season ticket:

All applicants must complete and have validated the 'Application for a My **get me there** Corporate card' form provided to them by their business. All cards have a 13 month validity, only apply for a card when you are ready to purchase an annual ticket.

1. Employee sets up their own account at [www.getmethere.com](http://www.getmethere.com)
  2. Employee will receive an email and must follow the instructions to validate their account
  3. Employee orders the corporate **get me there** card and uploads a recent photo and the validated 'Application for a My **get me there** Corporate card', both in a JPEG format
  4. Once the employee receives their corporate **get me there** card in the post, the smart ticket can be collected from the Smart Readers situated on a Metrolink Stop
  5. The smart card must be presented to the smart reader to 'Touch in' and 'Touch out' for each journey made
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