

## Caltrain Go Pass

As part of our ongoing efforts to promote sustainability while also supporting staff, the foundation offers all benefit-eligible employees an annual **Caltrain Go Pass**. The Go Pass provides unlimited travel seven days a week between all Caltrain zones.

The 2025 Caltrain Go Pass validation sticker is valid between 12/1/2024-12/31/2025 at midnight.

### *Obtaining a badge/2025 Validation Sticker*

- 1) Complete [the 2025 online questionnaire](#).
- 2) Pick up and sign for your validation sticker in the office on any Tuesday or Wednesday with HR:
  - If you received the annual pass before, please bring your prior Caltrain badge so HR can place the 2025 renewal sticker on it.
    - **Important:** If your badge was made before 2018, we will need to print you a new badge this year, so please plan accordingly for that process.
  - If you are a new Caltrain Go Pass user, HR will let you know when your badge/validation sticker is ready.

### *Important*

- The passes are **non-transferable**, so you may not let other people use your pass.
- The 2025 Go Pass stickers are valid until midnight of 12/31/25.
- Carry your 2025 Caltrain Go Pass when boarding and show it if requested by a Caltrain representative to avoid a fare evasion fine.

### *Lost Go Passes*

If you lose your pass, please see HR, and understand you could be charged \$275 for the replacement fee.

### *Stolen Go Passes*

If your pass is stolen, Caltrain will send a replacement sticker at no extra charge if you provide a police report (your Caltrain Go Pass must be listed as a stolen item on the report). A Go Pass sticker will not be issued as a replacement for stolen Go Passes a third time to the same user.

### *Damaged Passes*

Damaged Go Passes may be returned for a replacement pass at no charge. This courtesy will be extended no more than two times, after which the replacement cost will be \$275.

### *Monthly Caltrain Parking Permits*

If you want to purchase a monthly Caltrain parking permit, you will need to [apply with Caltrain](#) (you will need your 2025 sticker on your valid ID when applying).

### *GoNavia*

You can use the foundation's Section 132, Parking & Transit benefit through GoNavia, to have the foundation subsidize your Caltrain daily or monthly parking permit costs and transit costs to and from the Caltrain station and office! You can enroll in this benefit anytime during the year, see [instructions](#) for more details.

### *Getting to the HF office from the two closest Caltrain stops*

- [Uber Commute Funds](#) provide a set number of *taxable* Uber rides monthly for transportation between the two nearest Caltrain stations and the Hewlett Foundation office for all benefit-eligible employees.
- Stanford's Marguerite/Line S free community shuttle connects from the Palo Alto Caltrain Station at Bus Depot Bay #6 with stops on Sand Hill Road at the Oak Creek Apartments or Rosewood Hotel, both of which are a short walk to the office. The schedule and map are located [here](#). Instructions for the live tracking app are located [here](#).

**Questions:** please contact [Megan Olmsted](#) or [Christine Nishimura](#).