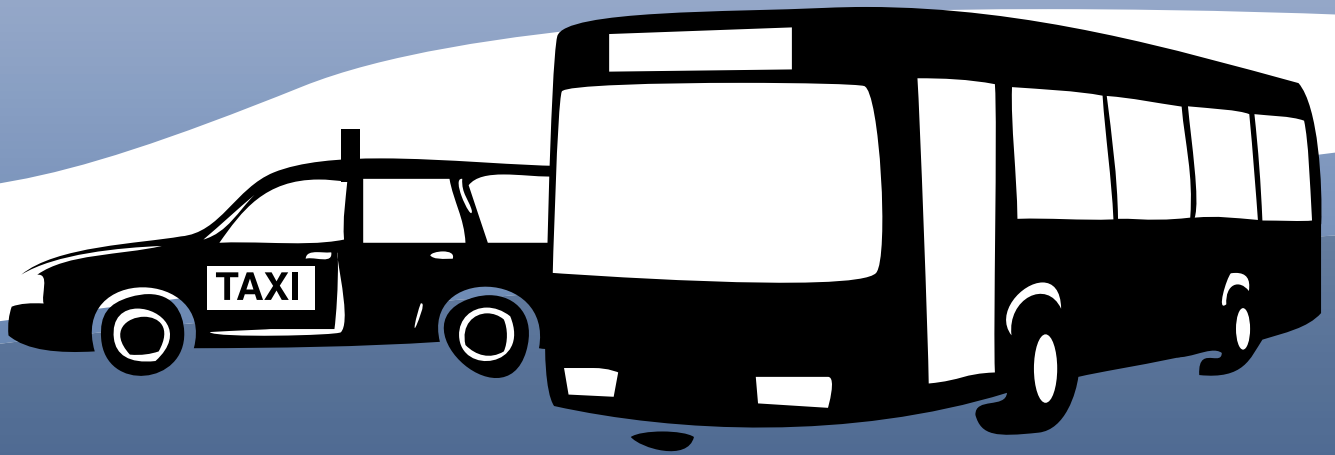


Concessionary Travel Application Form (For a disabled person)



How to apply?

If you decide to apply for a National Bus Pass or Taxi Vouchers you will need to provide:

A completed application form

Proof of residence

Proof of identity

Proof of eligibility

You can either take them to the Contact Centre at the Town Hall or post these items to the address below:

Support Services, Darlington Borough Council, Units 8-11, Lingfield Point, Darlington, DL1 1YN

What does my bus pass entitle me to?

National Bus Pass

Eligible people, who live within the Borough are entitled to a National Bus Pass that enables them to travel for free on local bus services anywhere in England between 9.30 am and 11pm, Monday to Friday, and all day at weekends and bank holidays.

For Darlington residents the scheme is enhanced by Darlington Borough Council to enable free travel at any time of day within the Borough.

What do my taxi vouchers entitle me to?

Taxi Vouchers

Vouchers will be to the value of £50 and an accompanying pass will be issued. The vouchers and pass can be used on an approved list of Darlington Licenced Taxis/Private Hire Vehicles and in exchange for certain bus tickets. The vouchers can be used in full or part payment of the fare for any journey starting or finishing in the Borough. The vouchers and pass will be valid until the end of March each year, after which a new allocation will be made.

Section One

Application for: Bus Pass OR Taxi Vouchers

Personal details (if completing this form for a child, please provide their details in the appropriate sections and sign the form on their behalf).

Title Mr Mrs Miss Ms Other...

Surname

Forename

Home Telephone Number

Mobile Telephone Number

Gender Male Female

Date of Birth DD MM YYYY

Address

Postcode

Is this your permanent address? (Do you live at this address for more than 6 months of the year?)
Yes No

How would you like to be contacted?

Telephone Letter Large Text Braille

Email

(please provide email address)

Section One continued

a) Confirmation of address

Provide ONE of the following as proof that you live within the Borough boundary (If you are applying by post please send copies only)

- | | |
|--|--|
| <input type="checkbox"/> Valid photo driving licence | <input type="checkbox"/> Current domestic Council Tax bill |
| <input type="checkbox"/> Current TV licence | <input type="checkbox"/> Recent utility bill |

b) Confirmation of identity

Please provide ONE of these documents to confirm your identity (If you are applying by post please send copies only)

- | | |
|--|---|
| <input type="checkbox"/> Valid photo driving licence | <input type="checkbox"/> Birth/Adoption Certificate |
| <input type="checkbox"/> Current Passport/EU identity card (mandatory for Non-British nationals) | |

Section Two

Which category applies to you?

In order to receive a concessionary bus pass you must prove eligibility under one of the following Disability categories, please complete the relevant category and then go to Section 3

Category A

1. I am registered Blind or Partially Sighted

Please note: A large print application form is available by calling 01325 388799 or from our Customer Contact Centre, in the town hall.

Section Two continued

A person can be registered as Severely Sight Impaired (blind) if they cannot see (with glasses if worn) the top letter of the eye test chart (used by doctors and opticians) at a distance of three metres or less.

A person can be registered as Sight Impaired (partially sighted) if they have a full field of vision but can only read the top letter of the eye test chart at a distance of 6 metres or less (with glasses if worn).

Advice on how to register can be found on the Royal National Institute of Blind People's (rnib) website at www.rnib.org.uk

Are you registered as Severely Sight Impaired (blind) or Sight Impaired (Partially Sighted) under the National Assistance Act 1948?

Yes

Registration Card Number

Please supply contact details of the place where you were registered i.e. Darlington

Category B

2. I am profoundly or severely deaf.

Hearing loss is measured in decibels, dBHL (hearing level). People are generally regarded as having a severe hearing loss if it reaches 70-95 dBHL and a profound hearing loss if it reaches 95+ dBHL.

Are you registered with Darlington Borough Council as being profoundly or severely deaf?

Yes

Pink Registration Card Number

Section Two continued

Category C

3. I am without speech.

Persons considered to be without speech are those who are unable to make clear or basic oral requests (e.g. to ask for a particular destination or fare) - unable to ask specific questions to clarify instructions e.g. 'does this bus go to the High street?' This does not include persons whose speech may be slow or difficult to understand because, for example of a stammer, or persons for whom English is not their first language.

Are you unable to speak or is your ability to speak severely and permanently impaired?

Yes

Please provide a medical certificate/letter from a medical professional confirming this.

Category D

4. I have a disability, or have suffered an injury, which has a substantial or long-term effect on my ability to walk

a. Do you have a blue badge issued by Darlington Borough Council?

Yes No

Period of Blue Badge Award

Start date DD MM YYYY

until DD MM YYYY

OR indefinite (tick box) OR for life (tick box)

b. Do you receive the Higher Rate Mobility Component of the Disability Living Allowance ?

Yes No

Period of Higher Rate Mobility Component of the Disability Living Allowance Award

Start date DD MM YYYY

until DD MM YYYY

OR indefinite (tick box) OR for life (tick box)

If you do receive Higher Rate Mobility Component of Disability Living Allowance please provide recent evidence, no older than 12 months e.g. copy of official letter confirming award of the Higher Rate Mobility Component of the Disability Living Allowance.

c. Do you receive War Pensioner's Mobility Supplement?

Yes No

Period of War Pensioner's Mobility Supplement Award.

Start date DD MM YYYY

until DD MM YYYY

OR indefinite (tick box) OR for life (tick box)

If YES please provide copy of official letter confirming award of War Pensioner's Mobility Supplement, showing period awarded.

Section Two continued

d. If your disability is severe but you have not applied for the Higher Rate Mobility Component of the Disability Living Allowance you may still be eligible for a concessionary bus pass. If your ability to walk is severely restricted (cannot walk for distances up to 100m without stopping, severe discomfort or help from another person) and you feel that if you were to apply for the Higher Rate Mobility Component of the Disability Living Allowance it would be awarded, please give medical details including a diagnosis of your condition and provide recent medical evidence (for example, a letter or report from a specialist) to support your application.

Category E

5. I do not have arms or have long-term loss of the use of both arms

Persons who have a long-term inability to use both arms (which will last more than 12 months). These include upper limb double amputees and those with congenital absence of both upper limbs.

a. Do you have a blue badge issued by Darlington Borough Council?

Yes No

Period of Blue Badge Award

Start date DD MM YYYY

until DD MM YYYY

OR indefinite (tick box) OR for life (tick box)

Section Two continued

b. Period of Higher Rate Mobility Component of the Disability Living Allowance Award

Start date DD MM YYYY

until DD MM YYYY

OR indefinite (tick box) OR for life (tick box)

If you do receive Higher Rate Mobility Component of Disability Living Allowance please provide recent evidence, no older than 12 months e.g. copy of original official letter confirming award of the Higher Rate Mobility Component of the Disability Living Allowance.

c. If you are not in receipt of either a Blue Badge or the Higher Rate Mobility Component of Disability Living Allowance, please provide a medical certificate/letter from a medical professional confirming that you meet this criteria.

Category F

6. I have a Significant Learning Disability.

A significant learning disability is a state of arrested or incomplete development of mind, which includes significant impairment of intelligence and social functioning. The person will have a reduced ability to understand new or complex information, a difficulty in learning new skills, and may not be able to cope independently. These disabilities must have started before adulthood and have a lasting effect on development.

Do you have a significant learning disability? Yes

Section Two continued

Category G

7. I am unable to drive due to a medical condition

Persons over 16 years of age, who on medical grounds have been, or would be refused a driving licence, OR have had their licence revoked are entitled to concessionary travel. (Please refer to the DVLA website for further information www.dvla.gov.uk)

Persons who persistently misuse or abuse drugs or alcohol are NOT covered under this scheme and are NOT entitled to concessionary travel.

Please select the relevant medical condition that prevents you holding a driving licence: Please tick the appropriate box(es).

i) Epilepsy (unless it is a type that does not pose a danger)
- please refer to DVLA guidelines for further information

ii) Severe mental disorder

iii) Liable to sudden attacks of giddiness and fainting
(whether as a result of cardiac disorder or otherwise)

iv) Restricted visual fields (who will be refused a licence if they do not have a horizontal field of vision of at least 120 degrees, or if they have a significant scotoma encroaching within 20 degrees of the central fixation point in any meridian, or sometimes, if they have restricted fields of vision)

v) Other disabilities (another disability which is likely to cause the driving of a vehicle by them to be a source of danger to the public e.g. cardiac, locomotor, renal or neurological disorder)

Section Two continued

a. Have you previously held a driving licence?

Yes No

Is this licence currently revoked? Yes No

If yes, when can you reapply?

Start date DD MM YYYY

If applicable you must provide a copy of the letter from the DVLA confirming your licence has been revoked.

b. Have you ever applied for and been refused a driving licence on medical grounds?

Yes No

If yes, when can you reapply?

Start date DD MM YYYY

If applicable you must provide a copy of the letter from the DVLA confirming that your application for a licence has been refused.

c. If you can not provide a letter to show that your licence has been refused/revoked, please provide a medical certificate/letter from a medical professional confirming that you have a condition which renders you ineligible for a licence.

Section Three

Application for a companion pass

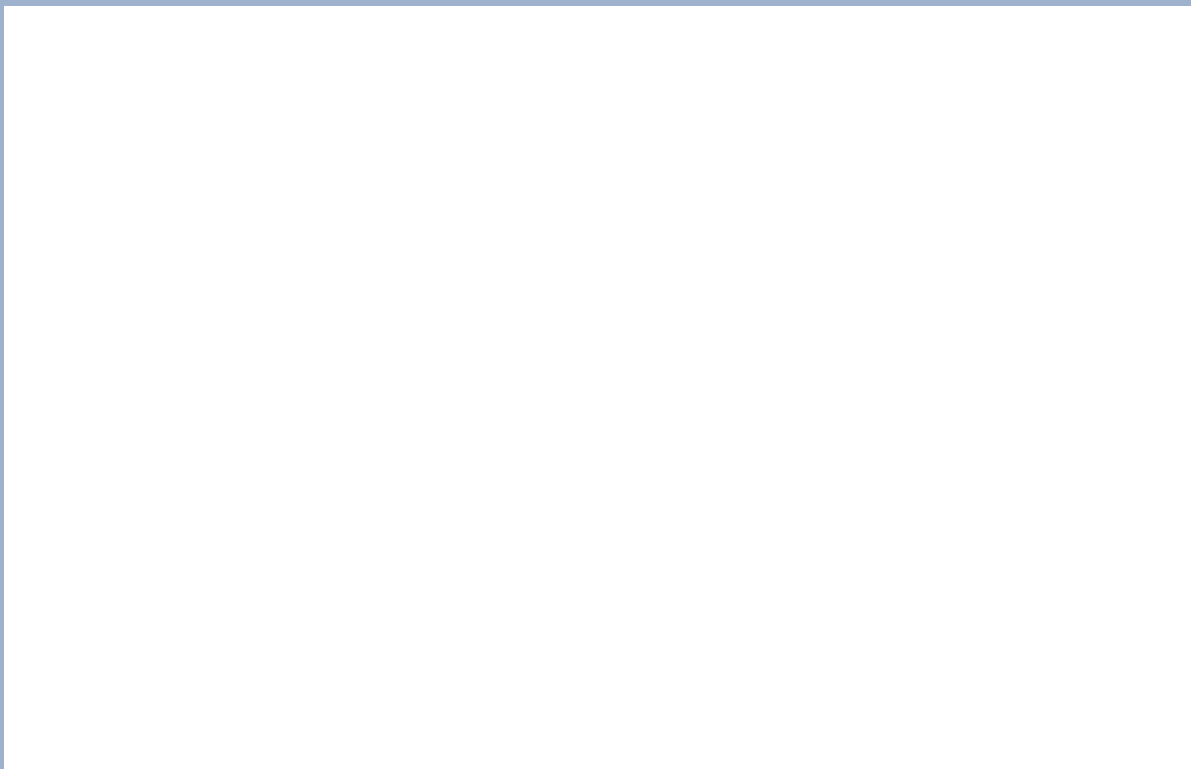
People who due to a disability are unable to travel on public transport without the aid of a companion for the duration of the journey, are eligible for a concessionary bus pass with a companion entitlement. Your bus pass will show a C+ to denote this entitlement.

Companions are entitled to travel for free with the passholder in Darlington, County Durham, Northumberland and Tyne and Wear.

This section must be completed by a Medical Professional (eg Occupational Therapist/Doctor/Consultant) and is only required when applying for a companion entitlement.

Note to Medical Professional

Please provide details of the applicant's disability and why the applicant requires a companion to be able to travel.



Section Three continued

Name and position:

Address

Postcode

Telephone

Signature

Practice Stamp
(If applicable):

Section Four

Declaration (to be completed by all applicants)

I declare to the best of my knowledge, all the information I have provided is correct.

I understand that I must promptly inform Darlington Borough Council of any changes that may affect my entitlement to a concessionary bus pass.

The Council receives funding, from the Department for Transport for the issuing of an applicant's first and renewal pass and to administer the Concessionary Travel scheme. You will, as the applicant for a concessionary bus pass have to pay any additional cost incurred in your application.

Section Four continued

Information provided may also be made available to Adult Social Services for the benefit of the client; this should assist in speeding up your application and to assess whether you have a right to other services provided by the Council.

We (the Council) have a statutory duty to protect the public funds that we administer. In order to do this, we may need to use the information that you provide to assist in the prevention and detection of fraud and we may also need to share the information with other organisations that handle public funds. Our data protection notification lists the people or organisations with whom your information may be shared. In any event, your information will only be handled in accordance with the principles of the Data Protection Act 1998.

For further information, please contact the Information Governance Team or Audit Services section on (01325) 380651 or at dataprotection@darlington.gov.uk or refer to the data protection page of our website at www.darlington.gov.uk.

Signature of Applicant

Date

Printed Name

***Signature**

(completed on behalf of the applicant by)

Date

Printed Name

*(eg power of attorney/agent, parent/guardian)

What happens next?

1. Once your application has been approved you will be contacted by your preferred method, and will be asked to attend the Contact Centre at the Town Hall to have your photograph taken
2. Once your application has been approved your National Bus Pass will be ordered from a centrally approved bureau
3. Your new National Bus Pass/Taxi Vouchers will be posted direct to your home address
4. Please allow approximately 10 working days to receive your bus pass/taxi vouchers.
5. If your application is unsuccessful you will be contacted in writing

What if I want to appeal against the decision made?

If your application has been unsuccessful you can not re-apply for 12 months, unless your circumstances change.

If you are not happy with the decision you may wish to contact the Corporate Complaints Unit by calling 01325 388043, completing the online form at www.darlington.gov.uk/complaints or by writing to 'Freepost, Darlington Borough Council, Feedback'.

Lost or stolen Passes

If you think you have lost your pass while using public transport, please contact the appropriate operator. Call **Traveline on 0871 200 22 33** if you are unsure which operator's service you were on.

If the operator has not found your pass, you will need to contact our **Customer Contact Centre on 01325 388799** and request that a replacement pass is sent out to you. Please note there is an administrative charge of £5 for the replacement pass.