



Application for Concessionary Bus Pass

Exchequer Services, Resources

Elizabeth House, Church Street, Stratford-upon-Avon. CV37 6HX

Telephone: 01789 260408 Facsimile: 01789 260909 Minicom: 01789 260747 Website: www.stratford.gov.uk

If you find the text in this document difficult to read we can supply it in a format better suited to your needs

PART ONE: Applicant's details (please use BLOCK CAPITALS)

Mr/Mrs/Miss/Ms (delete as appropriate)

FORENAME:

SURNAME:

ADDRESS:

POSTCODE:

TEL NO:

DATE OF BIRTH

PART TWO: Eligibility

You must be a **permanent resident** of the District of Stratford-on-Avon, and be **aged 60 or over**, or have a **disability** as described in the Guidance and Eligibility Notes. If you are claiming on the basis of disability, please state the nature of your disability, and specify under which category of the medical grounds listed in the Notes, you are making a claim. (3a,b,c,d,e,f,g)

Nature: Category:

PART THREE: Providing proof of eligibility

You must provide proof of residency and evidence of your age or of your disability. Examples are as follows:

Proof of residency

- A copy of a household utilities bill (e.g. gas, electric, water rates) bearing your name and address as shown above, or a copy of your Council Tax bill

Evidence of age

- A copy of your Birth Certificate, your Passport, or your Driving Licence (if it shows your date of birth)

Evidence of disability

- A certificate showing you are receiving **Higher Rate** Mobility Component of the Disability Living Allowance, or War Pensioners Mobility Supplement.
- A disabled Persons Parking Badge (Blue Badge)
- Copy of an entry of your name in a Local Authority Register of Disabled People
- A letter from a senior official of an accepted organisation (e.g. Mencap, Special School, Blind Association, Social Services, etc) or from a senior medical practitioner (e.g. Occupational Therapist, Registrar, Physiotherapist, etc). This letter must state that you suffer from a disability as described in Section 146 Transport Act 2000, as reproduced in the Council's Guidance & Eligibility Notes.

PART FOUR: Providing a photograph

If applying by post, you must supply a current passport photograph of yourself for use on your pass. The photograph must be in colour, with a white background, showing a close-up of your head and shoulders facing forwards, looking straight towards the camera and without a hat etc.

If applying in person please call into the council offices at Elizabeth House with your completed signed application form where your photograph will be taken and a bus pass produced while you wait.

- I have attached a current passport photo
- I am applying in person

PART FIVE: Declaration

I declare that the information I have given on this form is accurate and complete. I understand that:

- The pass is for my use only and that any misuse will result in prosecution;
- It is not possible to return copies of the evidence provided;
- You may request other evidence in support of this claim;
- You may check the information I have supplied against other sources to verify my eligibility;
- You may use any information I have already provided in connection with this application;

Signature of Applicant Date:

PART SIX: Returning your application

If applying by post please return your form to:

Stratford-on-Avon District Council, Exchequer Services, Elizabeth House, Church Street, Stratford-Upon-Avon CV37 6HX

Alcester Area Office, Globe House, Priory Road, Alcester B49 5DZ

Shipston-on-Stour Area Office, 44 Telegraph Street, Shipston-on-Stour CV36 4DA

Warwickshire Direct, Southam, The Library, High Street, Southam CV47 0HB

**Your bus pass will be sent directly to your home.
Please allow up to 2 weeks for this application to be processed.**

Stratford-on-Avon District Council is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

For further information, see <http://www.stratford.gov.uk/datamatching>

The Council would like to use the information that you provide to ensure that we are using your correct details for all the services the Council provide. Please tick the box below if you do not agree to this.