

Worcestershire Concessionary Travel Scheme **APPLICATION FOR A FREE BUS PASS**

Before completing this form, please refer to the guidance notes attached

Your details

Title:..... Forename(s):.....
Surname:..... Date of Birth:.....
Address:.....
Town:..... Postcode:.....
Telephone number (including STD code):.....

I am applying for: (please tick one of the following)

- Worcestershire Bus Pass
 Worcestershire Bus Pass with companion (see guidance notes)

I confirm that I am applying under the following category: (please tick)

- Senior Citizen
- Disabled person: (please specify)
- | | |
|--|---|
| <input type="checkbox"/> Blind or partially sighted | <input type="checkbox"/> Without arms or long term loss of use of both arms |
| <input type="checkbox"/> Profoundly or severely deaf | <input type="checkbox"/> Learning disability |
| <input type="checkbox"/> Without speech | <input type="checkbox"/> Person not permitted to drive on medical grounds |
| <input type="checkbox"/> Physical disability | |

All applicants

I enclose: (please tick)

- Proof of age
- A recent passport style photograph (name and postcode written on the reverse in block capitals)
- Proof of residence
- Proof of disability (if applicable)

Declaration

I certify that the information given on this form is correct and I am a permanent resident in Worcestershire. I understand that the authority is required by law to protect the public funds it administers. It may also share information provided to it with other bodies responsible for auditing or administering public funds, in order to prevent and detect fraud.

Signature: Date:.....

Guidance notes

Please read these before completing your application form.

Who can apply for a Worcestershire Bus Pass?

A person who is a permanent resident of Worcestershire and has reached the qualifying age or qualifies because of their disability.

What is my qualifying age?

If you were born on or before 5 April 1950, your qualifying age is 60.

If you were born after 5 April 1950, the qualifying age for concessionary travel for women will be pensionable age. For men it will be the pensionable age of a woman born on the same date.

If you were born on or after 6 April 1955 and before 5 April 1959 your qualifying age will be 65. If you were born after 5 April 1959 other rules apply.

For people affected by the pension age changes you can see what age you will become eligible for a Worcestershire Bus Pass by visiting www.direct.gov.uk/statepension

Do I qualify because of my disability?

You qualify if you are within one of the seven categories listed in the Transport Act 2000, as shown below:

- You are blind or partially sighted
- You are profoundly or severely deaf
- You are without speech
- You have a disability or an injury which seriously impairs your ability to walk
- You do not have the use of both arms
- You have a learning disability.
- You have had your driving licence refused or revoked on medical or physical grounds

The disability should be permanent and have lasted at least 12 months or be likely to last at least 12 months and have a substantial effect on your ability to carry out normal day – to –day activities.

Who can apply for a Worcestershire Bus Pass with Companion?

If you are unable to travel alone you may be entitled to a companion pass. If a person holds a companion pass then they are entitled to have another person accompany them on their bus journey free of charge. In order to receive a companion pass we ask for documentary evidence that the holder of the companion pass cannot travel unaccompanied.

Companion passes are not issued to the companion themselves but are identified with a "C+" in the top right hand corner of the disabled person's bus pass. This means that the disabled pass holder can take different companions with them as necessary – it does not have to be the same person each time.

• Supporting evidence

1. All applicants must include a passport style photograph with your name and postcode clearly written on the back in block capitals.
2. All applicants must include evidence of permanent residence in Worcestershire. For example:
 - Council tax bill
 - Utility bill
 - Bank statement
 - TV licence
 - Driving licence
3. All applicants must include evidence of age. For example:
 - Passport
 - Birth certificate
 - Driving licence

4. If you are applying for the Worcestershire Bus pass under the disability criteria you must include evidence of your disability. We will accept a copy of one of the following:

- Disability Living Allowance letter showing entitlement to the **higher rate mobility** component. The award date should not have expired and the evidence should be dated within the last 12 months.
- War pensioner's mobility supplement
- Severe Disablement Allowance
- Blind/disabled person's certificate of registration
- Proof of registration with Adult & Community Services or medical evidence that you are registered with an aural specialist.
- Evidence of registration with other relevant bodies, such as the RNIB
- Evidence of attendance at/or association with a local learning disability organisation
- A copy of your statement of Special Education Needs (SEN)
- Letter from the DVLA confirming the refusal of a driving licence. This does NOT include those excluded from holding a licence due to persistent misuse of drugs and/or alcohol.
- Letter from a medical professional confirming your disability.

5. If you are applying for the Worcestershire Bus pass with companion, you must include evidence of your need for a companion. We will accept a copy of one of the following:

- Disability Living Allowance letter showing entitlement to the **higher rate care** component. The award date should not have expired and the evidence should be dated within the last 12 months.
- Attendance Allowance award letter or letter stating that the applicant has qualified for attendance allowance. The award date should not have expired and the evidence should be dated within the last 12 months.
- Proof of registration with Adult & Community Services or medical evidence that you are on the blind register from an eye specialist.

• How To Apply

Returning your form by Post

Please return the completed application form to the following address:

Concessionary Travel Application,
Worcestershire Hub Contact Centre,
PO Box 589,
WR4 9FX

Please attach copies of all evidence required which includes:

- Passport style photograph with your name and postcode clearly written on the back.
- Photocopies of the proof of age, proof of residency and proof of eligibility (please do not send originals)

Visiting your local Customer Service Centre

Alternatively, you can visit your local Hub and have your photograph taken at a cost of £2.00.

Please bring with you

- Your completed application form
- Evidence of proof of age, proof of residency and proof of eligibility.

Further information is available:

Online: www.worcestershire.gov.uk/concessionarytravelpass

Phone: 01905 822766 (Monday to Friday 8am to 8pm, Saturday 9am to 5pm)

Visiting your local Hub