

A

Blue Badge Application Form



Falkirk Council

Please note, there are 3 separate application forms for a Blue Badge.

This form (A) is for applicants who:

- Are registered blind or;
- Receive the higher rate of the mobility component of Disability Living Allowance (DLA) or;
- Receive the mobility component of Personal Independence Payment (PIP) or;
- Receive War Pensioner's Mobility Supplement or;
- Receive benefit under the Armed Forces and Reserve Forces (Compensation) Scheme.

Applicants who are not in receipt of any of the above should use form B (yellow).

Applicants for an organisational Blue Badge should use form C (beige).

All applicants should refer to the guidance notes (form D) (before completing an application and the following should be noted:

- The application form must be fully completed – all questions must be answered;
- A passport standard photograph, **taken within the last month** must be provided;
- Copies of required supporting evidence must be provided or the application cannot be processed;
- Do not send original documents as they cannot be returned;
- The copy of proof of ID must be certified or the application cannot be processed;
- Applicants applying using Form B are likely to be referred to an independent medical assessment;
- It may take up to 28 days to issue a Blue Badge following receipt of a fully completed application form and supporting evidence;
- There is no renewal process under the legislation and existing Blue Badge holders are required to reapply when their Blue Badge expires. Blue Badge holders reapplying are subject to the same assessment procedures each time that they apply which may include an independent medical assessment;
- Existing Blue Badge holders who are reapplying are advised to apply at least 6 weeks before their current Blue Badge expires.

Charge for Issuing a Blue Badge

- There is a charge of £20 to issue a Blue Badge. **Do not** send any money with your application. If your application is successful, Falkirk Council will contact you for payment before the badge is ordered.
- If your Blue Badge is lost or stolen you must report it to the Police and obtain a crime number/lost property number and pay a £10 charge for a replacement.
- Applicants who qualify under either the Armed Forces and Reserve Forces (Compensation) Scheme or receive War Pensioner's Mobility Supplement **do not have to pay for a Blue Badge**.

Issuing a Blue Badge

- All Blue Badges will be posted directly to the applicant. It is not possible to collect Blue Badges in person.

Need Help?

If you require further guidance on this form please contact Falkirk Council Blue Badge Administration on:

☎ **01324 504975**

Falkirk 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

Section 1 – Information about the applicant

If you are completing the form on behalf of an applicant who is under 16 or who is unable to complete the form themselves, please provide their details in the appropriate sections and sign the form on their behalf.

Title (Mr, Mrs, Miss, Ms, other):

First names (in full – maximum of 20 characters):

Surname (maximum of 20 characters):

Surname at birth (maximum of 20 characters):

Gender: Male Female

Date of Birth (DD/MM/YYYY): //

Town:

Place of Birth: Country:

**National Insurance Number /
Child Registration Number:**

Driving Licence Number:
(If you hold a driving licence)

Current address and contact details:

Address:

Postcode:

Home Tel (including code):

Mobile Tel:

Email:

Previous address, if different in the last three years:

Postcode:

Do you currently hold a Blue Badge, or have you held a Blue Badge before? Yes: No:

If you have:

Which local authority issued you with the last badge?

What is the serial number on the last badge?

What is the expiry date of the last badge?

Proof of your address, dated within the last 12 months:

We need to check that you are a resident in this local authority area before we can process your application. Please select one of the following options and provide original documentation where relevant:

I have enclosed a copy of a Council Tax bill, or a utility bill (for example electricity, gas or telephone) bearing my name and address, **dated within the last 12 months.**

Proof of your identity:

We need to check your identity to reduce the potential for fraudulent applications for a Blue Badge. You must attach a certified photocopy (**see guidance notes**) of **one** of the following as proof of your identity:

- Birth certificate / adoption certificate Marriage / Divorce certificate Passport
 Civil Partnership / Dissolution certificate Valid driving licence

Do not send original documents as these will not be returned.

Photograph:

Please enclose a passport-standard photograph **which must have been taken within the last month.** The photograph must show the applicant's full face so that the holder can be easily identified. No one else should be in the photograph. The photograph will be placed on the back of the badge and will not be visible when the badge is being displayed in the vehicle.

Please ensure that the applicant's name is on the back of the photograph and that you complete Section 7(a) and 7(d) of this form to confirm that the photograph is a true likeness.

Please nominate the vehicle registration number(s) for the main cars in which you intend to use the Blue Badge:

(Up to three registration numbers should be nominated, but please remember that other vehicles can be used)

Section 2 – Questions for ‘without further assessment’ applicants

2a) People who are severely sight impaired (blind) ([Regulation 4(2)(c)])

Are you registered as blind (severely sight impaired)?

Yes: No:

If YES, please state which local authority you are registered with:

If YES, do you give consent to us to check the local authority’s register of blind people to see whether your disability is already known to the council?

Yes: No:

If NO, then please indicate whether you have enclosed a copy of your Certification of Blindness or Defective Vision (BP1 (3R)) or Certificate of Vision Impairment (CVI) or a previous equivalent, signed by a Consultant Ophthalmologist and held by your Social Services Department or local society.

Yes: No:

2b) People who receive the Higher Rate of the Mobility Component of Disability Living Allowance ([Regulation 4(2)(a)])

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

Yes: No:

If YES, have you been awarded this benefit indefinitely?

Yes: No:

If NO, when is your award of this benefit due to end?

(DD/MM/YYYY): / /

If you are in receipt of the Higher Rate of the Mobility Component of Disability Living Allowance you must enclose a copy of your letter of entitlement to this benefit issued within the last twelve months or a copy of your annual uprating letter.

If you have lost your HRMCDLA award letter or your uprating letter, then please contact the Pension, Disability and Carers Service (PDCS) for a current award letter by:

- Telephone: 08457 123 456
- Textphone: 08457 224 433
- Email: DCPU.Customer-Services@dwp.gsi.gov.uk

This helpline is open from 7.30am to 6.30pm Monday to Friday, and further details can be found online at: http://www.direct.gov.uk/en/DisabledPeople/FinancialSupport/DisabilityLivingAllowance/DG_10011925

2c) People who meet a 'Moving Around' descriptor for the Mobility Component of Personal Independence Payment (PIP) ([Regulation 4(2)(aa)(ii)])

Does your 'Moving Around' descriptor for the Mobility component meet/match any of the following statements?

- [I've decided that] You can stand and then move unaided more than 20 metres but no more than 50 metres. [This gives you a score of 8.]
- [I've decided that] You can stand and then move using an aid or appliance more than 20 metres but no more than 50 metres. [This gives you a score of 10.]
- [I've decided that] You can stand and then move more than 1 metre but no more than 20 metres either aided or unaided. [This gives you a score of 12.]
- [I've decided that] You cannot aided or unaided stand or move more than 1 metre. [This gives you a score of 12.]

If you did not tick any statement above, please tick the 'NO' box.

No:

If you have ticked a statement above (8,10 or 12 points): have you been awarded this benefit for an ongoing period?

Yes:

No: If NO, when is your award of this benefit due to end: (DD/MM/YYYY): / /

If you have ticked one of the above statements (8,10 or 12 points) for the 'Moving Around' descriptor of the Mobility Component of PIP, you must enclose a copy of your original letter of entitlement to this benefit issued or a copy of your annual uprating letter. Your proof must include the details of your points score.

If you have lost your PIP decision letter, then please contact DWP for a PIP decision letter by:

-Telephone: 08458 503 322 / -Textphone: 08456 016 677

2d) People who meet a 'Planning and Following Journeys' descriptor for the Mobility Component of Personal Independence Payment (PIP) [Regulation 4(2)(aa)(i)]

Does your 'Planning and Following Journeys' descriptor for the Mobility component meet/match the following statement?

- [I've decided that] You cannot follow the route of a familiar journey without another person, [an] assistance dog or [an] orientation aid. [This gives you a score of 12.]

If you did not tick the statement above, please tick the 'NO' box.

No:

If you have ticked the statement above (12 points): have you been awarded this benefit for an ongoing period?

Yes:

No: If NO, when is your award of this benefit due to end: (DD/MM/YYYY): / /

If you have ticked the above statements (12 points) for the "Planning and Following Journeys" descriptor of the Mobility Component of PIP, you must enclose a copy of your original letter of entitlement to this benefit issued or a copy of your annual uprating letter. Your proof must include the details of your points score.

If you have lost your PIP decision letter, then please contact DWP for a PIP decision letter by:

-Telephone: 08458 503 322 / -Textphone: 08456 016 677

2e) People who receive the War Pensioner's Mobility Supplement ([Regulation 4(2)(d)])

Do you receive the War Pensioner's Mobility Supplement?

Yes: No:

If YES, have you been awarded this benefit indefinitely?

Yes: No:

If NO, when is your award of this benefit due to end?

(DD/MM/YYYY): / /

If you are in receipt of the War Pensioner's Mobility Supplement you must enclose a copy of your letter of entitlement to this benefit. You should have an award letter from the Service Personnel and Veterans Agency (SPVA).

If you have lost this letter, then the agency can be contacted via the free-phone enquiry number: 0800 169 22 77.

2f) People who receive a benefit under the Armed Forces and Reserve Forces (Compensation) Scheme [Regulation 4(2)(d)(da)]

Have you received a lump sum benefit under the Armed Forces and Reserve Forces (Compensation) Scheme within tariff levels 1 – 8 (inclusive) and have been certified by the SPVA as having a permanent and substantial disability which causes inability to walk or very considerable difficulty walking?

Yes: No:

If you are in receipt of the above mentioned award under the Armed Forces and Reserve Forces (Compensation) Scheme, the Service Personnel and Veterans Agency (SPVA) will have issued you with a letter confirming the level of your award and also confirming that you have been assessed as having a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking. You must enclose a copy of this letter as proof of entitlement.

If you have lost this letter, then the agency can be contacted via the free-phone enquiry number: 0800 169 22 77.

If you have answered YES to any of the questions in Section 2, please go straight to Section 7.

Please note: sections 3, 4, 5 and 6 have been removed from this form

Section 7 – Declarations and signatures

These questions must be answered by all applicants for a Blue Badge

7a) Mandatory declarations about the information you have provided and the application process

- Please read the following declarations thoroughly.
- Please tick all relevant boxes to indicate that you have read and understood each declaration.
- Not ticking one of these declarations may mean we are unable to issue you with a Blue Badge.
- Providing fraudulent information may result in prosecution and a fine.

All documents relating to this application will be dealt with in line with the Data Protection Act 1998 and may be shared within the local authority, with other local authorities, the police and parking enforcement officers to detect and prevent fraud. Any medical information that you have supplied to support this application is deemed, under the Data Protection Act, to be “sensitive personal data” and will only be disclosed to third parties as necessary for the operation and administration of the Blue Badge scheme, and to other Government Departments or agencies, to validate proof of entitlement or as otherwise required by law.

Declarations to be completed by all applicants

- I confirm that, as far as I know, the details I have provided are complete and accurate. I realise that you may take action against me if I have provided false information in this application form.
- I understand that I must promptly inform my local authority of any changes that may affect my entitlement to a badge.

Declarations to be completed by all individual applicants

- I confirm that the photograph I have submitted with my application is a true likeness.
- I understand that, if my application is successful, I must not allow any other person to use the badge for their benefit and that I must only use the badge in accordance with the rules of the scheme as set out in the “Blue Badge scheme in Scotland: Rights and responsibilities of a Blue Badge holder” leaflet which will be sent to me with the badge.
- I understand that I must not hold more than one valid Blue Badge at any time.

7b) Your consent to use your information to improve the service you receive

Please read and tick the following optional declarations that you consent to. Ticking these boxes will help to improve the service we can offer you

- I consent to Falkirk Council checking any information already held by the local authority’s Social Services department on the basis that:
- It can help determine my eligibility for a Blue Badge;
 - It may speed up the processing of my application;
 - It may enable a decision to be made without the need for a mobility assessment.
- I agree to the disclosure of the information included in this form to other local authority departments/service providers so that I can be informed about other local authority services that may be of benefit to me.

7c) Checklist of documents you may need to enclose

Please ensure you have enclosed all of the relevant documents for the sections of this application form that you have completed. We have provided a checklist below to help remind u of what you need to enclose.

Section 1 – Information about you

Proof of your address, dated within the last 12 months.

A certified photocopy of proof of your identity

A **certified photocopy** is a photocopy of a document that has been verified as being true by a person, other than your partner or family member, who has known you for a minimum of two years and is 18 years or over. The individual certifying the documents should include the text: “This copy is a true likeness of the original” alongside their signature. They should also print their name and occupation alongside this information.

A passport-standard photograph of yourself with your name on the back
Photographs **must** have been taken in the last month

Section 2a – People who are blind (severely sight impaired)

A copy of your Certification of Blindness or Defective Vision (BP1 (3R)) or Certificate of Vision Impairment (CVI) or a previous equivalent, signed by a Consultant Ophthalmologist and held by your Social Services Department or local society (if you have not given us consent to check the blind register).

Section 2b – People who received the Higher Rate of the Mobility Component of Disability Living Allowance

A copy of your letter of entitlement for the Higher Rate of the Mobility Component of Disability Living Allowance issued **within the last 12 months** or a copy of your annual uprating letter.

Section 2c – People who meet a ‘Moving Around’ descriptor for the Mobility Component of Personal Independence Payment (PIP)

A copy of your Personal Independence Payment decision letter issued or a copy of your annual uprating letter. Your proof **must** include the details of your points score.

Section 2d – People who meet a ‘Planning and Following Journeys’ descriptor for the Mobility Component of Personal Independence Payment (PIP)

A copy of your Personal Independence Payment decision letter issued or a copy of your annual uprating letter. Your proof **must** include the details of your points score.

Section 2e – People who receive the War Pensioner’s Mobility Supplement

A copy of your letter of entitlement for the War Pensioner’s Mobility Supplement.

Section 2f – People who receive an award under the Armed Forces and Reserve Forces (Compensation) Scheme

A copy of the original award letter confirming receipt of tariffs 1-8 under the Armed Forces and Reserve Forces (Compensation) Scheme, which also certifies that you have a permanent and substantial disability which causes inability to walk or very considerable difficulty walking.

7d) Your signature against the declarations in Section 7a and 7b

Your signature:	
Date of application:	(DD/MM/YYYY): <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Please print your name here:	

Please return this form and copies of relevant documents to:

**Falkirk Council
Development Services
Abbotsford House
David's Loan
FALKIRK
FK2 7YZ**

**If you are returning this form by post please ensure
that you use a large letter stamp**



Falkirk Council

Please note:

- ❖ Copies of letters confirming receipt of DLA must be dated within the last 12 months.
- ❖ Copies of letters confirming receipt of PiP must include your points score.
- ❖ Photographs must be passport-standard and taken within the last month.
- ❖ Do not enclose any original documents.
- ❖ Do not send this form to your doctor.
- ❖ Do not send payment with this application.
- ❖ Blue Badges cannot be collected in person.
- ❖ Blue Badges are for the use of the Badge Holder only.
- ❖ Misuse of a Blue Badge is a criminal offence and can lead to a fine.
- ❖ All reports of Blue Badge misuse are passed to Police Scotland to investigate.

For Office Use Only

Surname:	
Forename:	
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>	Date of Birth (DD/MM/YYYY): <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>

DLA / REG BLIND / WPMS / PIP	YES / NO
If DLA / PIP	INDEFINITE OR END DATE:
PASSED TO TPU: Comments	TRANSPORT PLANNING COMMENTS
	Initials and Date
BADGE NUMBER Initials and Date	
BADGE ORDERED Initials and Date	