

# Application for Concessionary Travel Pass



## Older Person's Pass Form CT - OA

*Working for  
Warwickshire*

If you are unable to read this application we can supply it in a different format or alternatively please contact us for assistance (details at end of form).

### Privacy Statement

This service administers the Concessionary Travel scheme in Warwickshire. Our valid lawful basis for processing personal data is a legal obligation.

To see how we use your personal data and what your information rights are, please read our Concessionary Travel privacy notice. It should be read in addition to the council's overall customer privacy notice at [www.warwickshire.gov.uk/privacy](http://www.warwickshire.gov.uk/privacy) which includes the contact details if you have a complaint about your information rights. For general enquiries contact Warwickshire County Council customer services on 01926 410410.

**FRAUDULENT USE OF YOUR PASS MAY RESULT IN PROSECUTION**

**Please note:** If you apply in person then you do not need to fill out this form. Your details will be entered directly into the computer when you apply.

### Part 1 : Applicant's Details (All questions *must* be completed in full, using BLACK INK)

Title : Mr/Ms/Mrs/Miss/Mx * <i>Delete as appropriate</i>	Other Title :
Surname :	First Name :
Address :	Date of Birth :
	Tel No :
	Mobile Tel No:
Post code	Email :

### Previous Address if different in the last 5 years

Address \_\_\_\_\_  
\_\_\_\_\_ Post code \_\_\_\_\_

### Which District/Borough do you live in? (*Please mark one box*)

North Warwks	<input type="checkbox"/>	Nun & Bed	<input type="checkbox"/>	Rugby	<input type="checkbox"/>	Warwick	<input type="checkbox"/>	Stratford on Avon	<input type="checkbox"/>
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### Part 2 : Providing proof of your residency

You must provide one item as proof that your main or principal home is in Warwickshire. If your Warwickshire home is your second home then you will not qualify.

↓ Please indicate which type of evidence you are supplying

<input type="checkbox"/>	Utility bill (less than 3 months old)
<input type="checkbox"/>	Council Tax bill (current tax year)
<input type="checkbox"/>	Other ( <i>please state what</i> );

N.B. We do NOT accept Driving Licence or Bank Statement as evidence of address

**Part 3 : Evidence of your date of birth**

↓ Please indicate which type of evidence you are supplying

<input type="checkbox"/>	Driving licence
<input type="checkbox"/>	Passport
<input type="checkbox"/>	Birth certificate in current name
<input type="checkbox"/>	Birth certificate, with evidence of name change
<input type="checkbox"/>	NHS medical card
<input type="checkbox"/>	I do not have the evidence listed above. I am supplying additional evidence of my date of birth.

**Part 4 : Photograph** *An unsuitable photograph may result in a delay to your application.*

The photograph must:

- Be passport sized (approx 45mm high by 35mm wide)
- Be in colour, against a plain background if possible
- Show a close-up of your full head and shoulders.
  - It must be only of you with no other objects or people.
  - You should not be wearing a hat or sunglasses

↓ Please tick to confirm that you have enclosed a suitable photograph as described above

<input type="checkbox"/>	I have enclosed a suitable photograph with my application.
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**Part 5: Declaration – Please read carefully before signing the form.**

I wish to apply for a Warwickshire Concessionary Travel Pass, and I declare that the information provided in this form is true and accurate. In addition, I also understand that :-

- I will abide by the terms and conditions of the scheme (copy available on request).
- The Council may check the information against other sources to verify the application.
- The pass is solely for my use. Misuse may result in prosecution and the pass will be withdrawn.

Signature of applicant	Date
Signed on behalf of applicant (if unable to complete the form independently)	Relationship to applicant

**Part 6 : Checklist - have you...?**

<input type="checkbox"/>	Included a photocopy of evidence showing your address (see Part 2)?
<input type="checkbox"/>	Included a photocopy of evidence showing your date of birth (see Part 3)?
<input type="checkbox"/>	Included a suitable photograph (see Part 4)?
<input type="checkbox"/>	Signed the application form (see Part 5)?

**Please do not send originals of your evidence** as we cannot accept responsibility for the safe return of any documents that are sent to us.

**Please send the form to us at:**

Concessionary Travel,  
WCC,  
PO Box 43  
Shire Hall,  
Warwick  
CV34 4SX

**Telephone enquiries: (01926) 359180**  
Monday to Friday 8.30am – 4.30pm

**Warwickshire Concessionary Travel Pass  
Terms and Conditions**  
Valid until 31 March 2021



These Warwickshire Concessionary Travel Pass Terms and Conditions are applicable to all those who live in Warwickshire and who are issued with a valid concessionary travel pass by the Warwickshire TCA (Warwickshire County Council).

1. The Warwickshire Concessionary Travel Pass is part of the English National Travel Concessionary Scheme. It can therefore be used for free travel on local buses as follows anywhere within England;
  - between 9.30am and 11.00pm on Monday - Friday, and
  - all day at weekends and on public holidays
2. In addition, the following local conditions also apply. Warwickshire passholders can use their pass for free travel on local buses as follows;
  - on Mondays – Fridays, for journeys starting in Warwickshire the pass is valid from 9.00am, and
  - on Mondays – Fridays, for journeys starting in Warwickshire the pass is valid until midnight.
3. The pass is not valid in Wales, Scotland or Northern Ireland.
4. The pass is only valid whilst the passholder's only or principal residence is in Warwickshire. Any passholder moving out of the area must notify Warwickshire County Council and apply for a pass in the area where they now live.
5. The pass can only be used by the passholder whose name and photograph appear on the pass and is not transferable. Fraudulent use will result in prosecution.
6. The pass is not valid if out of date, illegible, damaged or altered.
7. If the pass is lost or damaged a charge will be made for a replacement.
8. The pass must be shown whenever requested by an inspector or driver.
9. The pass should be returned to the administrator if for any reason the holder is no longer entitled to and/or able to make use of the concession.
10. The pass does not give any rights other than those enjoyed by any fare paying passenger, nor does it entitle a passholder to be carried in preference to any other passengers.
11. Warwickshire County Council can accept no liability for the failure of any bus service to operate or of any bus operator to accept a concessionary pass.
12. The pass remains the property of Warwickshire County Council and may be withdrawn by an operator or by Warwickshire County Council if misused.

Warwickshire County Council reserves the right to make amendments to these terms and conditions at any time and will consult users as required.