

Blue Badge for individuals with sight impairments

Please note that this application form is only for Blue Badge applicants who are applying as they are severely sight impaired.

To apply under any other criteria please visit <https://www.southglos.gov.uk/transport-and-streets/parking/parking-permits-blue-badge/applying-for-a-blue-badge/> and download the appropriate application form, or alternatively call us on **01454 868004** to request the correct form.

When completing this form, please contact **01454 868004** if you have any questions.

! Please type or print clearly in black ink

Section 1 - Information about the applicant

! Please note you must be a resident at the address given.

! If you are completing this form on behalf of an applicant who is under 16 or unable to complete the form themselves, please provide their details in the appropriate sections and complete your details in section 3 and sign section 4 of the form on their behalf.

Your details and Blue Badge information

Title: Mr Mrs Miss Ms Other

First name(s):

Surname:

Surname at birth:
(If known)

Gender: Male Female Other

Address

Postcode:

Telephone

Date of Birth
(DD/MM/YYYY):

Place of Birth

Town/City:

Country:

Email address

National Insurance Number / Child Registration Number:

Previous address

if different in the
last three years

Postcode:

Do you currently hold a Blue
Badge?

Yes

No

Reason for this application:

A new application?
(First application to South Gloucestershire Council)

A renewal application?

? If this is a **renewal**:

Which local authority issued you with the badge?

What is the serial number on the current badge?

What is the expiry date of the current badge? (DD/MM/YYYY)

! if your Blue Badge has already expired please return it with this application

South Gloucestershire Council
Blue Badge reference (if known):

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 photocopy of ONE of the following as proof of your identity.**

! **Please do not send original documents with your application as these cannot be returned**

Birth certificate / adoption certificate

Passport

Marriage / divorce certificate

Valid driving licence

Civil partnership / dissolution certificate

! Photographs

Please enclose ONE recent passport-style photograph of yourself, either printed or in digital format (which can be emailed to **contravel@southglos.gov.uk**). The photograph needs to show your full face so that the holder can be easily identified. No one else should be in the photograph, and the photograph must be a true likeness of you. The photograph should be no more than 12 months old and must be undamaged, i.e. not torn, creased, marked or previously laminated (please refer to the guidance notes for further information).

Please ensure that your name and post code are on the back of the photograph, or for a digital photograph please ensure these details are in the email.

Please note that if you are struggling to provide a photograph, our One Stop Shops have the facility to take a photograph of you and send it directly to the Concessionary Travel team.

Section 2 - Questions for 'without further assessment' applicants

This question is intended for people who qualify for a Blue Badge automatically because they are severely sight impaired/blind.

If you this question does not apply to you, please visit <https://www.southglos.gov.uk/transport-and-streets/parking/parking-permits-blue-badge/applying-for-a-blue-badge/> and download the appropriate application form, or alternatively call us on 01454 868004 to request the correct form.

2. People who are severely sight impaired/blind

Are you registered as severely sight impaired/blind with South Gloucestershire Council Yes No

! If you are not registered severely sight impaired/blind or you are not registered with South Gloucestershire Council you need to enclose a copy of a Certificate of Vision Impairment (CVI), signed by a Consultant Ophthalmologist that states that you are severely sight impaired/blind.

Section 3 - Third Party Authorisation

If you would like us to be able to discuss your application with a third party please give their details below.

Your details and Blue Badge information

Title: Mr Mrs Miss Ms Other

First name(s):

Surname:

Relationship to the applicant:

Current Address

Postcode:

Your details and Blue Badge information

Telephone

Home:

Mobile:

Email address

National Insurance Number / Child Registration Number:

If you wish correspondence to go to a third party,
please tick box and enclose a letter confirming power of attorney.

Please note that we are only able to issue the actual Blue Badge to either the Badge Holder's address, or to our South Gloucestershire Council address for collection by the Badge Holder or Power of Attorney.

Section 4 - Declaration / Data Protection

Please read before signing the appropriate declaration.

Applying for yourself

I declare that all the information I have provided is correct

I understand that I must inform South Gloucestershire Council of any changes that may affect my entitlement to a Blue Badge as soon as they happen. This includes any change of names and address and if the badge holder is no longer eligible.

I am a permanent resident of South Gloucestershire and I accept the conditions of use of a Blue Badge.

I understand that:

- if I give information that is incorrect or incomplete; or
- if I fail to report any changes that might affect my entitlement as soon as they happen; or
- if I allow other persons to misuse the Blue Badge;

this may result in the badge being withdrawn by South Gloucestershire Council and I, or those persons who have misused the badge, may be prosecuted.


I understand that South Gloucestershire Council will check Council tax and / or Electoral roll records to confirm my residence within South Gloucestershire.

I agree that South Gloucestershire Council may contact me if there are any issues with this application, or to prevent badge misuse; and that they may arrange an in-person assessment of my eligibility.

Data Protection Act 2018

The Council is under a duty to protect the public funds it administers, and will use the information you have provided on this form for the prevention and detection of fraud. It will also share this information with other bodies responsible for auditing or administering public funds and will use it for comparison across the council and with external organisations for the prevention and the detection of fraud.

I further understand that the medical information I have supplied to support this application is deemed to be “a special category of personal data”. I give my consent for it to be disclosed only to a third party who is responsible for the operation and administration of the Blue Badge Scheme and other Government departments or agencies, to validate proof of entitlement.

 Should you wish to know more about how we look after your personal information please visit www.southglos.gov.uk/privacy

I have read and understood the above declarations

Signature

Date (DD/MM/YYYY)

Please print your name here

Applying on behalf of someone else

By submitting this application I agree on behalf of the applicant that:

- All the information provided on the application is correct
- South Gloucestershire Council will be informed of any changes that may affect the applicant's entitlement to a Blue Badge as soon as they happen. This includes any change of name and/or address and if the badge holder is no longer eligible.
- The applicant is a permanent resident of South Gloucestershire and the conditions of use of a Blue Badge have been understood and accepted.

I understand that:

- if information is given that is incorrect or incomplete; or
- any changes that might affect the applicant's entitlement are not reported as soon as they happen; or
- other persons are allowed to misuse the Blue Badge;

this may result in the badge being withdrawn by South Gloucestershire Council and I, or those persons who have misused the badge, may be prosecuted.

I understand that South Gloucestershire Council will check Council tax and / or Electoral roll records to confirm the applicant's residence within South Gloucestershire.

I agree that South Gloucestershire Council may contact me if there are any issues with this application, or to prevent badge misuse; and that they may arrange an in-person assessment of the applicant's eligibility.

Data Protection Act 2018

The Council is under a duty to protect the public funds it administers, and will use the information you have provided on this form for the prevention and detection of fraud. It will also share this information with other bodies responsible for auditing or administering public funds and will use it for comparison across the council and with external organisations for the prevention and the detection of fraud.

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? Should you wish to know more about how we look after your personal information please visit www.southglos.gov.uk/privacy

I have read and understood the above declarations

Signature

Date (DD/MM/YYYY)

Please print your name here

Relationship to applicant

(e.g. Power of Attorney/Support Worker/Relative)

Section 5 - Checklist and Contact Details

Please ensure you have enclosed all documentation specified on the sections of the form that you have completed. We have provided a checklist below of what you may need to include.

Essential to all applications

A **copy** of proof of your identity (*section 1*).

One recent passport-style photograph of yourself, either printed or in digital format. Printed photographs must have your name and postcode on the back. (*section 1*).

Other documentation

A **copy** of your Certificate of Vision Impairment (CVI) (*section 2a*).

A **copy** of a letter confirming power of attorney if you wish correspondence (please note this does not include the badge) to go to a third party (*section 7*).

Blue Badge Contact Details

When returning your form to us, please check at your nearest Post Office to make sure you have paid the full cost of the postage for the size of the envelope you use. If you do not pay the full amount, Royal Mail will not deliver your application.

Please submit your application form:

✉ By post

South Gloucestershire Council,
Department for Chief Executive
and Corporate Resources,
PO Box 1953,
Bristol BS37 0DB

🏠 In person at a One Stop Shop

Kingswood One Stop Shop
Civic Centre
High Street
Kingswood
Bristol BS15 9TR

Patchway One Stop Shop
Rodway Road
Patchway
Bristol BS34 5PE

Yate One Stop Shop
Kennedy Way
(Access via West Walk)
Yate
Bristol BS37 4DQ

🕒 Opening hours

Monday to Wednesday
8.45am to 5.00pm

Thursday and Friday
8.45am to 4.30pm

📍 Please note disabled parking is available at all our One Stop Shops.

Contacting the council

If you have any queries or questions about this form or Blue Badges in general, please get in touch using the contact information below.

✉ Telephone

01454 868004

✉ Email

contravel@southglos.gov.uk

✉ Website

www.southglos.gov.uk/transport-and-streets/parking/parking-permits-blue-badge