



FOR OFFICE USE ONLY:	
Bank paying in slip:	
Budget code:	
Cheque/PO no:	
Date:	

## Blue Badge Scheme – standard application form

Please complete this form if you are applying for a blue badge for a person who is:

- aged 2 years old or over
- severely sight impaired, is unable to walk or has considerable difficulty in walking.

There are different forms for children under 2, people with a severe disability in both upper arms and organisations.

Please  as appropriate:      New application       Reapplication

Reapplication only: Serial number- old badge:       Expiry date:

### Section A - Who is the blue badge for?

If completing this form on behalf of a child under 16 years of age, please provide their details in the appropriate sections and sign the form on their behalf.

<b>Surname:</b>	<input type="text"/>	<b>Title: (Mr, Mrs, Miss, Ms)</b>	<input type="text"/>
<b>Forename(s):</b>	<input type="text"/>	<b>Date of birth:</b> (DD/MM/YEAR)	<input type="text"/>
<b>Gender:</b>	Male <input type="checkbox"/> Female <input type="checkbox"/>		
	Letters	Numbers	Letter
<b>National Insurance number:</b>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<small>(National Insurance numbers start with two letters, followed by six numbers, then another letter)</small>			
<b>Address:</b>	<input type="text"/>		
<b>Postcode:</b>	<input type="text"/>	<b>Telephone:</b>	<input type="text"/>
<b>Email:</b>	<input type="text"/>		
<b>Previous address, if different in the last three years</b>	<input type="text"/>		
<b>Postcode:</b>	<input type="text"/>		

## Proof of identity and address

Please provide a photocopy of ONE item from List 1 **AND** ONE item from List 2 as proof of identity and address. Both should be in the name of the person who the badge is for.

List 1 – Address [this must be dated within the last three months (see notes)]

Utility bill       Rent book       Tenancy agreement       Council tax bill

Proof of residence in council accommodation       Prescription sheet or card

Evidence of payment on a rent card where people pay over the counter

Letter from the DWP showing an award of a benefit or pension entitlement

Wage slip from recent employer       Bank statement

List 2 - Identity      Birth certificate/adoption certificate       Medical card

Valid driving licence       Bus pass       Passport

Disabled Persons' Registration Card

### Notes:

#### Address

Your proof of address must be dated within the last three months to show that the holder of the badge lives in Nottinghamshire **UNLESS** you pay by direct debit. In which case the notification of the direct debit payment schedule for the coming year is acceptable.

If the application is for a child the proof of address should be supplied by the parent/carer and should be the address at which the child benefit is paid. The badge must be shared in situations where parents are living separately. Two badges cannot be issued for the same child.

#### Identity

If possible, the proof of identity should have a current photo of you on it.

Proof of identity for a child must be proof of **their identity**, not the identity of their parents.

If you have problems supplying one of the listed proofs of identity please talk to staff at the Customer Service Centre or County Contact Points for what else is acceptable.

## Section B - Eligible without further assessment

You will automatically qualify for a Blue Badge if you are:

- severely sight impaired
- getting the higher rate of mobility component of Disability Living Allowance
- getting War Pensioners' Mobility Supplement.

### B1. Are you registered as severely sight impaired (blind) under the National Assistance Act 1948?

YES  NO

If **YES**, please tell us which local authority you are registered with and provide a copy of your Certificate of Visual Impairment (CV1)

**Registered local authority**

#### Notes:

If you live in England and Wales please tell us which county, metropolitan district or London borough councils you are registered with. In Scotland you should tell us the regional or island council. We will check your registration details.

### B2. Do you receive Disability Living Allowance at the higher rate for mobility?

YES  NO

If **YES**, please provide recent evidence that the applicant gets Disability Living Allowance at the higher rate for mobility, for example, a copy of an official letter confirming the award of this allowance.

Please make sure that the official letter shows the applicant's current address and either:

- gives an end date for the allowance; or
- states that the allowance is 'indefinite' (in this case it must be dated within the last 3 years).

#### Notes:

If you are receiving Disability Living Allowance at the higher rate for mobility you will have had an award notice letter from the Disability and Carers Service (DCS) or a vehicle with excise duty exemption. If you have lost this the DCS can provide another copy. Phone 0845 7123456.

### **B3. Do you receive War Pensioners' Mobility Supplement?**

YES  NO

If YES, please provide evidence that you get this supplement, for example, an official letter confirming the award. The official letter will state the review date for your supplement if it is temporary. If the supplement is 'for life' the letter will not include a review date.

#### **Notes:**

If you are getting War Pensioners' Mobility Supplement you will have an official letter from the Service Personnel and Veterans Agency showing that you get it. Phone the Veterans Helpline on 0800 169 22 77 for information and advice, if necessary.

#### **Advice if you answered NO in both B2 and B3**

If you do not receive either of the benefits and you are aged between 3 and 65 years with a permanent and substantial disability, which causes you considerable difficulty in walking, you are eligible to apply for the Higher Rate Mobility Component of Disability Living Allowance (HRMCDLA). Phone free on 0800 882200 for an application form. If you get this benefit you will automatically get a blue badge. The benefit is not means tested. You can also get advice about appeals relating to DLA allowances from the Nottinghamshire Welfare Rights Service on 0115 977 4018, minicom 01623 845017 or by email at [welfare.rights@nottscc.gov.uk](mailto:welfare.rights@nottscc.gov.uk)

**If you answered YES to any of the questions in section B  
go straight to Section D (page 7)**

**All other applicants should complete Section C (page 5)**

**Only complete Section C if you answered NO to all of the questions in Section B**

**Section C – Eligible subject to further assessment**

Only complete this section if the person this badge is for is:

- unable to walk or experiences considerable difficulty in walking due to a permanent and substantial disability or health condition
- registered as partially sighted.

**C1 What is your disability / health condition and how does it affect your walking?**

To qualify for a Blue Badge you must have a condition that is likely to last for at least three years and be unable to walk or walking is very difficult.

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**C2 What is the maximum distance you can walk without stopping, experiencing severe discomfort or needing help from another person?**

Yards / Metres

By severe discomfort, we mean things like shortness of breath, pain, extreme tiredness, or muscle spasms.

**C3 How long does it take you to walk this far?**

Minutes

**C4 Please tell us about any walking aids that you use, including artificial limbs**

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**C5 Who is your GP?****Name:****Address:****Postcode:****Telephone:****On what date did you last visit your GP?****C6 Apart from your GP, have you seen anyone in connection with your mobility difficulties or a health condition that affects your walking, in the last 12 months?**

For example a hospital doctor or consultant, occupational therapist, or physiotherapist. Please tell us their professional address where you see them, such as health centre or hospital.

YES  NO **Their name:****Title: (Mr, Mrs, Miss, Ms)****Their profession or specialist area:****The address where they are based:****Their telephone number:**  
(include the dialling code)**Your hospital record number:**

You can find this on your appointment letter or card.

**What did you see them for?****On what date did you last see them?****Now go to Section D (page7)**

## Section D – Driver/passenger status and vehicle registration

To be completed by all applicants

Will you be a driver or passenger in a car when using a Blue Badge?

Driver

Passenger

Both

Vehicle Registration Number for principal car in which badge will be used:

**Now go to Section E**

## Section E– Additional information

Please use this space to tell us anything else you think we should know about your claim that is not covered above.

**Now go to Section F (page 8)**

## Section F – What you need to include with this form

### Photographs, Fee and Signature

**Photographs** – Please enclose **TWO** recent passport-style photographs of the person who the badge is for. Their name should be printed on the back of each photograph.

Please sign the back of each photograph. If someone is filling in this form on behalf of the proposed badge holder they can sign the back of the photographs.

I have enclosed two photographs of the proposed badge holder

**Fee** – There is a **£2 fee** to cover the administration of the Blue Badge scheme.

If you are sending this form in the post **DO NOT SEND CASH**. Use a cheque/postal order payable to 'Nottinghamshire County Council'.

If you are applying in person at a County Contact point you can use a cheque, postal order or cash.

I have enclosed the £2 administration fee

**Now go to Section G (page 9)**

## Section G – Declaration and signatures

To be completed by all applicants

- I declare that, to the best of my knowledge, all the information I have provided is correct
- I understand that I must promptly inform the local issuing authority of any changes that may affect my entitlement to a badge
- I agree to the local authority contacting an accredited health professional if necessary, for the purpose of obtaining information to support my application
- I agree to the local authority sharing information in this form with other local authorities, with parking enforcement agencies and with other government bodies for the purpose of preventing and detecting crime, including fraud
- I agree to the local authority sharing my contact information with the Department for Work and Pensions for the purpose of checking the applicant's entitlement to benefits.

Your signature means that you agree to your information being shared with the agencies listed. The legal basis for sharing this information is the Data Protection Act 1998. If you have any questions about this please ring the Customer Services Centre on 08449 808080.

### Data Protection Act 1998

I understand that the information supplied by me on this form will be maintained by the local authority and will not be disclosed to any other party save those who are responsible for the enforcement of parking restrictions or vehicle licensing, those responsible for discounts for congestion charging or otherwise as the law allows.

I further understand that the medical information I have supplied to support this application is deemed to be 'sensitive personal data' and I consent to its disclosure 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.

**Signature:**  
(of the person the badge is for)

**Please also print name:**

**Signature:**  
(if the person the badge is for is not able to sign)

**Please also print name:**

**Relationship to the person  
whom the badge is for**

**Date:** (DD/MM/YEAR)

**Now sign the box on page 11**

## Section H – Returning the application form

Please send your completed form to the address for the district in which you live.

If you live in:	Send your form to:
<b>Ashfield</b>	Nottinghamshire County Council Customer Service Centre PO Box 9320 Nottingham, NG15 5BL  Telephone <b>08449 808080</b> for all queries about the progress of your application.
<b>Bassetlaw</b>	Nottinghamshire County Council Customer Service Centre PO Box 9320 Nottingham, NG15 5BL  Telephone <b>08449 808080</b> for all queries about the progress of your application.
<b>Broxtowe</b>	Broxtowe Adult Social Care & Health Department, Prospect House Padge Road Boulevard Industrial Park Beeston, Nottingham, NG9 2JR  Telephone <b>0115 917 5800</b> for all queries about the progress of your application.
<b>Gedling</b>	Nottinghamshire County Council Customer Service Centre PO Box 9320 Nottingham, NG15 5BL  Telephone <b>08449 808080</b> for all queries about the progress of your application.
<b>Mansfield</b>	Nottinghamshire County Council Customer Service Centre PO Box 9320 Nottingham, NG15 5BL  Telephone <b>08449 808080</b> for all queries about the progress of your application.
<b>Newark &amp; Sherwood</b>	Newark Adult Social Care & Health Department Welbeck House, Darwin Drive Sherwood Energy Village Ollerton Nottinghamshire, NG22 9FF  Telephone <b>01623 520520</b> for all queries about the progress of your application.
<b>Rushcliffe</b>	Rushcliffe Adult Social Care & Health Department, The Hall Bridgford Road West Bridgford Nottingham, NG2 6AD  Telephone <b>0115 914 1500</b> for all queries about the progress of your application.

**The applicant or their representative must also sign inside the box below.  
The box will be cut out and fixed to your badge.  
THE BADGE CANNOT BE ISSUED IF THIS BOX IS NOT SIGNED.**

A rectangular box with a black border, intended for the applicant or their representative to sign. The box is currently empty.

**End of form**

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