

## Application for Replacement of Blue Badge (Individual)

Please note this is a two sided form

### [A] Details of Blue Badge Holder

Title\* (Mr, Mrs, Ms, Miss, other): \_\_\_\_\_

Surname\* \_\_\_\_\_

First Name(s) \* \_\_\_\_\_

Surname at Birth (if different) \* \_\_\_\_\_

Address\* \_\_\_\_\_  
\_\_\_\_\_

Postcode\* \_\_\_\_\_ Date of Birth\* \_\_\_\_\_

Town of Birth\* \_\_\_\_\_ Country of Birth\* \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile \_\_\_\_\_

**If you have changed address since you were issued the original badge, you will also need to provide proof of your new address.**

### [B] Details of why badge needs replacing\*

Faded       Damaged       Lost       Stolen       Change of name

If a badge has been **Lost** or **Stolen** please use the space below to explain how

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### **Stolen**

If the Badge has been Stolen you will need to report this to the police and provide us with the crime number:

Crime number \_\_\_\_\_

#### **Faded or Damaged**

If the badge is faded/damaged please enclose the faded/damaged badge with this form. We are unable to issue a replacement badge without return of the faded/damaged badge.

I enclose the faded / damaged badge and want the replacement delivered directly to my (badge holders) home address as stated above.

**If known, please provide the Blue Badge serial number and expiry date below.**

Badge Number \_\_\_\_\_ Expiry Date \_\_\_\_\_

**[C] Declaration**

I confirm that the Blue Badge issued to me is (tick as appropriate):

Lost  Stolen  Damaged  Faded  change of name  
and as such I am requesting a replacement.

I confirm that the details provided in this form are accurate and I realise that you may take action against me if I have provided false information in this form.

I understand that I must promptly inform the local authority of any changes that may affect my entitlement to the Blue Badge and will return the Blue Badge if I am no longer eligible.

I confirm that the photograph I have submitted with this form is a true likeness of myself.

I understand that I must not allow any other person to use the Blue Badge issued to me for their benefit and that I must only use the Blue Badge in accordance with the rules of the scheme. If I become aware that another person is using my Blue Badge I will report this to the Council immediately.

**Signature of agreement to declaration:**

If you are unable to sign the declaration yourself it may be signed on your behalf. If you are under 16 years of age, your parent or legal guardian must sign this form. If signing on behalf of the badge holder please enter your details.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

If signing on behalf of the badge holder, please complete the below:

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Relationship to badge holder: \_\_\_\_\_

**[D] Checklist:**

- 1) One recent passport photograph with name and date of birth on reverse. This must be in colour, a full face short and to the appropriate passport size 45mm(h) x 35mm(w).
- 2) £10 payment. You can pay by submitting a cheque or postal order, made payable to 'LBRUT' with your application. Alternatively tick here  to pay by debit or credit card, and an officer from the Supported Travel Team will call you on the number you have provided to take payment.
- 3) Return of old badge (if applying due to damage).
- 4) **Change of address** – If you have changed address since you were issued the original badge, you will also need to provide proof of your new address. This must be dated within the last 3 months, see letter for appropriate examples.

**[E] Office use only - Transaction entered onto mosaic and BBIS by:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_