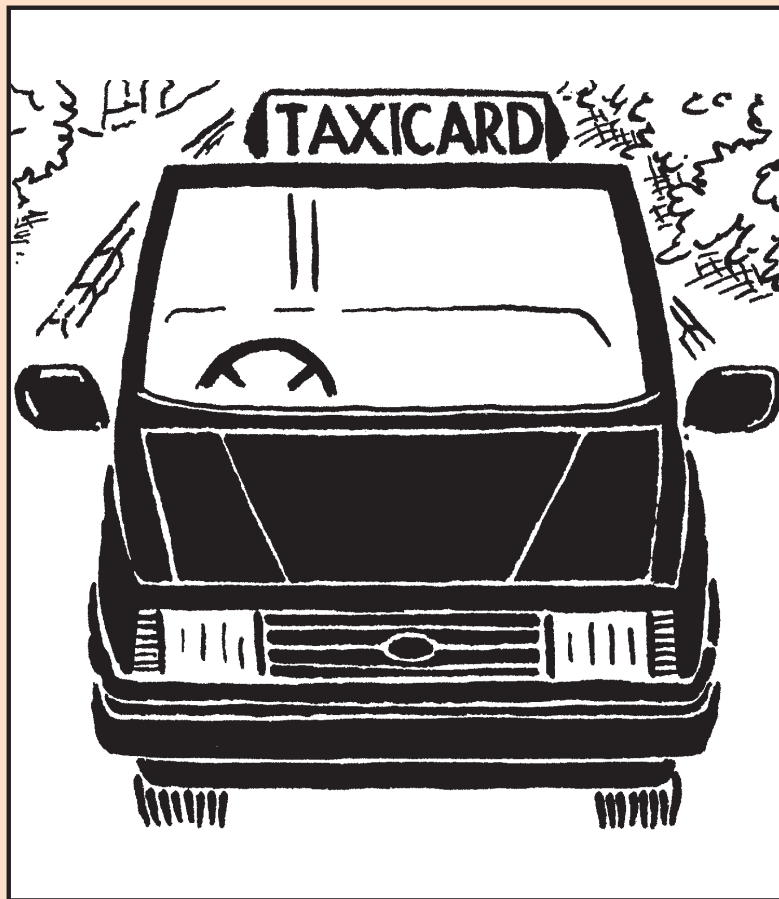


# *LONDON TAXICARD SCHEME*

## Application Form



**LONDON**  
**COUNCILS**

Administered by  
London Councils Transport and Environment Committee

## ***WHAT IS THE LONDON TAXI SCHEME?***

The scheme allows London residents with a mobility impairment which prevents them from using buses or trains to travel in the contractors' licensed radio taxis – black cabs or Private Hire Vehicles at subsidised rates.

## ***ARE YOU ELIGIBLE?***

- i To be eligible you must be unable or virtually unable to use buses or trains because you are **either** severely sight impaired/blind **or** have any permanent or long term disability/injury or illness which seriously impairs your ability to walk. The scheme is not available to people who suffer temporary disabilities (e.g. a broken leg).
- ii To join the Scheme you must:
  - \* be able to use ordinary black taxis
  - \* have access to a telephone or the internet (for booking taxis)
  - \* be resident in one of the participating London Boroughs

## ***HOW DOES IT WORK?***

You telephone the taxi contractor operating the scheme to book a taxi. You can also book a trip online or you can use a taxi rank or hail in the street. At the end of the journey you pay the driver the flat fare which has been determined by your borough. Your borough will pay a maximum subsidy per trip. You will also pay any “extras” such as during the Christmas period.

## ***HOW DO I JOIN?***

Complete the application form inside this leaflet and send it, together with the documents asked for to:

London Councils Taxicard Section  
59½ Southwark Street  
London, **SE1 0AL**

Full details of the scheme will be supplied in an information booklet when you are sent your Taxicard.

**Some boroughs individually assess Taxicard applicants so there may be a delay in considering your application.**

**[www.taxicard.org.uk](http://www.taxicard.org.uk) or [www.londoncouncils.gov.uk](http://www.londoncouncils.gov.uk)**

**HOW TO OBTAIN YOUR LONDON TAXICARD  
PLEASE READ THESE NOTES CAREFULLY**

TO COMPLETE THE FORM OPPOSITE

- i. Give your full name and address. Give your daytime telephone number (the contractors or London Councils Transport and Environment Committee Taxicard may need to contact you).
- ii. Write in the name of the Borough in which you live. (ie. to whom you pay your council tax)
- iii. If you:  
receive the **HIGHER RATE** Mobility Component of the Disability Living Allowance  
**OR**  
receive a War Pensioner's Mobility Supplement  
**OR**  
registered Severely Sight Impaired/Blind

Tick the relevant box and give the appropriate details. You do not need your doctor to sign the form.

If none of these apply, but you still believe that you are eligible, you will need to ask your doctor to confirm your eligibility for the scheme by signing and stamping the form.

- iv. You must normally be resident in one of the participating London Boroughs. Membership of the scheme is not available to visitors or temporary residents. You will have to provide proof that you live in a participating London Borough.

**2. YOU MUST SIGN THE DECLARATION.**

If you are unable to complete and sign the application form yourself, ask someone else to do so for you.

**3. SEND THE COMPLETED AND SIGNED FORM BY POST TO:**

London Councils Taxicard Section  
59½ Southwark Street  
London, SE1 0AL

WITH YOUR FORM, PLEASE SEND:

- **evidence of eligibility if you receive one of the allowances listed above or you are registered severely sight impaired/blind person (a photocopy will be acceptable).**
- **proof of residence in participating London Boroughs (e.g. photocopy of a utility bill or an official document bearing your name and address such as a pension letter, which is dated within the last 3 months).**
- **1 passport sized photograph of yourself (it is important that the photograph is a reasonable recent likeness of yourself i.e. within the last 6 months).**

**PLEASE NOTE THAT IF THE APPLICATION FORM IS INCOMPLETE OR WITHOUT SUPPORTING DOCUMENTATION IT WILL BE NECESSARY TO RETURN IT, LEADING TO A DELAY IN PROCESSING YOUR REQUEST.**

- 4 If your application is successful the Taxicard Section will issue your Taxicard to you directly by post, together with a booklet which gives details of the scheme, as soon as possible.

## **Please Note:**

- Your Borough Council may need to assess you for eligibility for the Scheme. If it does so there may be a delay in considering your application.
- Most Borough Councils impose limits on the number of trips you can make in any one month or any one year. Details will be sent to you if your application is approved.
- Your Borough Council may impose restrictions on the purpose of the trips you can make.

## **WHAT DOES IT COST?**

The metered fare cost will be subsidised by your Borough Council. You will have to pay a flat charge unless you travel further than the agreed maximum subsidy per trip when you will have to pay the remainder.

Details will be sent when you join the scheme.

Please return completed application forms to:

London Councils Taxicard Section  
59½ Southwark Street  
London,  
SE1 0AL

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London Councils administers the London Taxicard Scheme on behalf of the participating London Boroughs and City Councils. Taxicard is funded by your Local Borough Council and the Mayor of London.

**FOR OFFICE USE ONLY:**

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Please read the notes opposite then complete sections and sign the Declaration.

Documents produced under Section (3) if no doctor's signature (tick as appropriate)

**PLEASE COMPLETE IN BLOCK CAPITALS**

Disability Living Allowance	<input type="checkbox"/>
War Pension Mobility Supplement	<input type="checkbox"/>
Registration as severely sight impaired/blind	<input type="checkbox"/>

1. Surname (Mr,Mrs,Ms,Miss,Other) ..... Forename .....

Address .....

.....

.....

Postcode ..... Male/Female .....

Telephone Number ..... Date of Birth .....

Mobile Number ..... Email Address .....

2. I am resident in the London Borough of ..... and I have attached a photocopy of an official letter or document which gives my address (a utility bill or copy of pension allowance letter will do), which is dated within the last 3 months.

3. I claim that I am eligible for the Taxicard scheme because:

**PLEASE TICK ONE BOX ONLY IN THIS SECTION**

- I receive the Higher Rate MOBILITY component of the Disability Living allowance and I attach a photocopy of my letter of entitlement.
- I receive a War Pension Mobility Supplement and I attach a photocopy of my letter of entitlement.
- I am registered severely sight impaired/blind and I attach a photocopy of evidence of registration with my Local Authority.

\* If, and only if, NONE of the above is applicable, your Doctor must sign and stamp the certificate below.

4. **If Section 3 does NOT apply to you, your G.P. will need to confirm the following.**

For Doctor to complete: patient's name .....

- 1. What is the patient's disability which prevents them using buses and trains?  
.....
- 2. Is this disability intermittent? Yes  No
- 3. Is the inability to use buses and trains LONG TERM?  
(i.e. will be sustained for at least 1 year)

Doctors Stamp

Doctor's Signature .....

## 5. ALL APPLICANTS MUST COMPLETE THIS SECTION

	Yes	No	Sometimes
Do you use a wheel chair?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Do you have difficulty walking 50 metres without help or special equipment?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Sometimes <input type="checkbox"/>
Are you able to use public transport?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How long have you had your disability/illness?	_____		

Please describe the nature of your disability or illness:

.....

.....

.....

The Council may wish to contact your Doctor to verify the information on this form.

Name and address of G.P.

.....

.....

.....

## 6. ALL APPLICANTS MUST COMPLETE THIS SECTION

Do you have: please tick the correct box:-

(a) Freedom Pass (elderly person's)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(b) Freedom Pass (disabled person's)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(the Freedom Pass is commonly known as the "bus pass")		
(c) Blue Badge parking permit	Yes <input type="checkbox"/>	No <input type="checkbox"/>

## 7. ETHNIC MONITORING

We consider all applications fairly regardless of applicants' sex, race, colour or religion. By monitoring the ethnicity of our service users, we can identify whether we are providing equal access to all groups of people. This section is optional and it will not affect the outcome of your application if you do not complete it. All information will be kept confidential in line with the Data Protection Act 1998.

**ETHNIC ORIGIN\*** Tick the relevant box

<p><b>(a) WHITE</b></p> <p><input type="checkbox"/> British</p> <p><input type="checkbox"/> Irish</p> <p><input type="checkbox"/> Any other White please write in below</p> <p>_____</p> <p><input type="checkbox"/> I do not wish to say</p>	<p><b>(b) BLACK OR BLACK BRITISH</b></p> <p><input type="checkbox"/> Caribbean</p> <p><input type="checkbox"/> African</p> <p><input type="checkbox"/> Any other Black please write in below</p> <p>_____</p>	<p><b>(c) MIXED</b></p> <p><input type="checkbox"/> White and Black</p> <p><input type="checkbox"/> Caribbean</p> <p><input type="checkbox"/> White and Black African</p> <p><input type="checkbox"/> White and Asian</p> <p><input type="checkbox"/> Any other mixed please write in below</p> <p>_____</p>	<p><b>(d) ASIAN OR ASIAN BRITISH</b></p> <p><input type="checkbox"/> Indian</p> <p><input type="checkbox"/> Pakistani</p> <p><input type="checkbox"/> Bangladeshi</p> <p><input type="checkbox"/> Any other Asian please write in below</p> <p>_____</p>	<p><b>(e) CHINESE OR OTHER ETHNIC GROUP</b></p> <p><input type="checkbox"/> Chinese</p> <p><input type="checkbox"/> Any other please write in below</p> <p>_____</p>
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The purpose of this section is to provide information on whether we are delivering services in an appropriate manner across the whole community. This information is confidential and failing to complete it will not prejudice your application. If you do not wish to fill it in please tick the 'I do not wish to say' box above. \* These categories are taken from census 2001

## 8. DECLARATION I wish to apply for a London Taxicard

1. I accept that my Local Borough Council may wish to make further enquiries to satisfy itself as to my eligibility for a Taxicard;
2. I am prepared to provide information about journeys I make using Taxicard, if required, on the understanding that it will be treated in confidence and used only to monitor the scheme;
3. I declare that the information given above is true in all respects.
4. I authorise my G.P. to disclose any necessary information.

**APPLICANTS SIGNATURE** .....

**Date** ...../ ...../ .....

If you are unable to sign the declaration yourself it may be signed on your behalf by your relative/spouse/person of authority/friend.

Name.....

Relationship to Applicant .....

### TAXICARD SCHEME

In order to provide you with this service your information will be disclosed to the London Borough in which you reside. Your information will be used by the London Councils and the London Boroughs to process your application for a Taxicard, to promote and achieve equal opportunities and to improve the scheme (including to access accessibility of services available to Taxicard users), and may also be used for other compatible purposes. Your personal information will not be disclosed to any third parties unless it is required by law. Please note that all personal information you provide on this form or in support of your application, will be processed by the London Councils and the London Boroughs in compliance with the Data Protection Act 1998 ("the Act").

As mentioned above, your information may be used to contact you about initiatives which we believe to be of direct benefit to you or to consult you about the Taxicard Scheme, with the aim of improving services to you.

**If you do not wish to receive this information or to be consulted, please indicate below by ticking the box provided.**

I am willing to be consulted. YES  NO

I wish to be contacted about other services and initiatives. YES  NO

If you have any questions about your application, please contact

London Councils TEC Taxicard

Phone: 0207 934 9791

Fax: 020 7934 9699

E-Mail: [taxicard@londoncouncils.gov.uk](mailto:taxicard@londoncouncils.gov.uk)

Website: [www.taxicard.org.uk](http://www.taxicard.org.uk) or [www.londoncouncils.gov.uk](http://www.londoncouncils.gov.uk)