



Transport Planning & Policy
 London Borough of Hounslow
 The Civic Centre, Lampton Road, Hounslow TW3 4DN
 Direct Line: 020 8583 3073/4111
 Fax: 020 8583 5233

APPLICATION FOR DISABLED PERSONS' PARKING PERMIT (BLUE BADGE) – INSTITUTIONS

PART A

Please tick appropriate box First Application Renewal

If you are applying for a **renewal** please provide the following details: -

Badge No.(s):

Expiry date(s):

Name of Institution

Address

Contact

Postcode

Phone Number

How many disabled persons does your institution cater for?

Please state the nature/purpose of service(s) you provide:

PART B

Number of Institutional Badges you are applying for.....

Number of vehicles used regularly by your Institution in transportation of people with mobility problems:

Please give details of vehicle(s) for which the badge is required

Model/Descriptions:-		
Registration numbers:-		
Seating Capacity:-		

Does your institution own the vehicle(s)? **Yes** **No**

If no please state who owns the vehicle(s)

PART C

IMPORTANT NOTES: PLEASE READ BEFORE COMPLETING PART C.

- The Blue Badge Scheme is designed to make it easier for Disabled and Registered Blind people to reach the places they wish to visit.
- In all cases entitlement depends on walking ability, not difficulty in carrying parcels or heavy shopping.
- All disabilities must be of a physical, rather than a psychological nature.
- People with temporary disabilities lasting less than 12 months e.g. a broken leg, will not qualify.
- Children under 2 years old are not eligible.
- Members of staff using their own personal vehicles on behalf of the institution are not entitled to use a badge issued to an institution.

Who will be using the Institutional badge? (i.e. authorised drivers)

Please state clearly the purpose/s for which the badge will be used

Please tell us about the numbers of people carried in the vehicle and how they would meet the individual eligibility criteria i.e.

How many clients does your organisation cater for that are:-

- In receipt of the higher rate component of the Disability Living Allowance.
- In receipt of a War Pensioner's Mobility Supplement.
- Registered Blind under the National Assistance Act 1948
- Have a motor vehicle funded for disabled people by the Department of Work and Pensions via the Motability Scheme.
- Have severe disabilities in both upper limbs, regularly drive a motor vehicle but can not turn the steering wheel by hand even if the vehicle is fitted with a turning knob.
- Have a permanent and substantial disability, which means that they are unable to walk or have considerable difficulty walking.

Please note: It may be necessary for us to seek evidence to assess eligibility.

Please read the following statements carefully and then sign this declaration.

I understand that the information that I have provided in this application form will be used for the purpose of assessing eligibility for a Blue Badge, and that this information and any supporting evidence may be held in paper or electronic files by the London Borough of Hounslow for the purpose of record maintenance and the provision of statistical information. I also understand that this information may be passed to other agencies or professionals in order to confirm my claim for a Blue Badge. On behalf of the institution/organisation named on this application form, **I the undersigned:**

- a) Certify that to the best of my belief the information given on this Blue Badge application form is true
- b) Agree that any badge issued will only be used when transporting persons who would normally qualify for a badge in their own right
- c) Understand that any badge(s) issued will be withdrawn if it/they are misused
- d) Agree to return any badge that has expired to the London Borough of Hounslow
- e) Agree to notify the London Borough of Hounslow of any changes of the particulars given on this application.

Name (Block Capitals):	
Signed:	
Designation:	
Date:	

Please return the completed form to Transport Inclusion Unit, London Borough of Hounslow, Civic Centre, Lampton Road, Hounslow, TW3 4DN. There is a charge of £2.00 per application form submitted.

This application should be stamped in the box adjacent with an official stamp of the institution and the application form should be accompanied by a sheet of your official letter headed paper