

**CDTAPP**

**PENSIONABLE AGE CONCESSIONARY DIAMOND TRAVELCARD APPLICATION**

**Please complete in BLOCK CAPITALS**

|  |  |  |
| --- | --- | --- |
| Title (Mr, Miss, Mrs, Ms, Other): |  | |
| First Name: |  | |
| Surname: |  | |
| Date of Birth: |  | Male Female Other |
| Address (including postcode): |  | |
| Telephone Number: |  | |
| Email address: |  | |
| Companion required: | Yes No  (please provide evidence, details overleaf) | |
| **Please read below declaration before signing.**  Signed by Applicant  or  Signed by third party (if applicable) |  | |
| Date: |  | |
| Third Party Consent  If you would like us to be able to discuss your application with a third party please give their details. | Name:  Relationship:  Home Tel No: Mobile Tel No: | |

**Declarations – Please read before signing**

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 Concessionary Diamond Travelcard as soon as they happen. This includes change of names and/or address and if the travelcard holder is no longer eligible. I am a permanent resident of South Gloucestershire and I accept the conditions of use. I understand that if I give information that is incorrect or incomplete or if I fail to report changes that might affect my entitlement as soon as they happen or if I allow other persons to misuse the travelcard this may result in the travelcard being withdrawn by South Gloucestershire Council and I, or those who have misused the travelcard, may be prosecuted.

**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 detection of fraud.

Please see the next page regarding supporting evidence required.

Along with your application form, you will need to provide the following:

* **a copy of proof of your identity**

(one of the following; A birth / adoption certificate; marriage / divorce certificate; passport; civil partnership / dissolution certificate; or a valid driving licence)

* **a passport sized photograph**

(Our One Stop Shops have the facility to take a photograph of you and send it directly to the Concessionary Travel team)

If you require a Companion Travelcard you will need to provide supporting evidence to confirm that you are unable to travel on public transport unaided. Your proof can be one of the following: medical evidence / Higher Rate Attendance Allowance / Higher Rate DLA for Care / 12 points PIP for Planning & Following a Journey.

**Please note** that Concessionary Diamond Travelcards issued under the Pensionable Age crireria are automatically renewed. However, if your travelcard has not been used in the previous two years this would not be renewed, as we assume these are no longer needed. If your card is not renewed for this reason, but you do need the card, you should contact us to let us know.

**You can return this form by;**

* Email to [contravel@southglos.gov.uk](mailto:contravel@southglos.gov.uk)
* Post to South Gloucestershire Council, Concessionary Travel, PO Box 1953, Bristol BS37 0DB
* Handing it in to one of our One Stop Shops
  + Kingswood One Stop Shop, Civic Centre, High Street, Kingswood BS15 9TR
  + Patchway One Stop Shop, The Patchway Hub, Rodway Road, Patchway BS34 5PE
  + Yate One Stop Shop, Kennedy Way, Yate BS37 4DQ