

# Temporary bus stop closure – application form

Complete the details below and email the form to [publictransport@southglos.gov.uk](mailto:publictransport@southglos.gov.uk)

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| **Company name** |  |
| **Name of the main contact** We will use these details if we have any queries |  |
| **Email address** |  |
| **Phone number** |  |
| **Work reference number (if applicable)** |  |

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| --- | --- |
| **Road name and area of bus stop location** |  |
| **Bus stop name or names** |  |
| **Additional information about location of bus stop or stops**  For example: outside 1 High Street, opposite Post Office |  |
| **Direction of travel for bus stop or stops**  For example: heading from High Street to King Street junction |  |
| **Number of bus stops affected**  Fees are based on 1 or 2 bus stop closures, you will be charged extra for more than this |  |
| **Dates of the planned work** |  |
| **Times of the planned work** For example: off peak (9.30am to 3pm), 24 hours |  |

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| **Debtor name** Company or person responsible for payment of the invoice |  |
| **Debtor address** Where the invoice should be sent |  |
| **Purchase Order number (if you have one)** |  |
| **For the attention of (if applicable)** |  |
| **Any other references to be quoted** |  |

By submitting this form I understand that:

* checks will be completed on the information I have provided and shared where necessary
* the bus stop closure application is different to the South Gloucestershire permit scheme for roadworks (a separate permit will be needed)

You must keep us informed of any changes to work programmes [publictransport@southglos.gov.uk](mailto:publictransport@southglos.gov.uk) 01454 866980