



THE ROYAL BOROUGH OF  
**KINGSTON**  
UPON THAMES

## Freedom Pass Scheme

### CRITERIA FOR ISSUING PASSES TO DISABLED PERSONS

**People who are blind or partially sighted.** We will issue you with a Freedom Pass under this heading if you are registered or registerable as blind, or partially sighted.

You would need to provide confirmation by producing your CVI (BD8) form from an ophthalmologist.

**Deaf People.** You will be eligible if you are profoundly or severely deaf.

Confirmation by your GP or consultant audiologist will be required.

You will not be eligible for a Freedom Pass if you are registered as hard of hearing.

**Without Speech.** If you are unable to make clear basic oral requests. The Local Authority will seek medical evidence to support the application in appropriate cases.

**If you have long term loss of the use of both arms.** Medical evidence is required to support your application.

**People with a Learning Disability.** Your disability will have started before adulthood. You will qualify if you can travel safely but you are unable to buy a ticket either because you have a serious communication difficulty and you cannot say where you want to go or you are unable to make payment.

Written confirmation will be required.

**If you applied for a driving licence under the Road Traffic Act your application would be refused on the grounds of medical fitness (excluding persistent misuse of drugs or alcohol)**

Those currently barred from holding a licence include people with

- A severe mental disorder
- Epilepsy (unless it is of a type that does not pose a danger).

You will need to provide evidence of refusal.

If you have not had a driving licence refused or revoked, evidence will be required to prove that you are medically not fit to drive

**You will qualify automatically if you receive the following benefits for which eligibility is based on walking ability or in the case of PIP to communicate verbally.:**

- Higher rate mobility component of Disability Living Allowance (DLA)
- Mobility component of the personal independence payment (PIP) 8 points or more
- Communicating verbally activity of personal independence payment (PIP)
- War pensioners mobility supplement. Letters of entitlement must be produced.

**If you have a disability or injury which has a long term effect on your ability to walk causing you to walk with excessive labour.** You will need to provide medical evidence that your walking ability is permanently impaired.

**Permanent Disability:**

Freedom Passes are issued in line with the central principle of the Equalities Act 2010. The types of disability that enable people to claim the statutory minimum are those which are permanent or which have lasted at least 12 months and which have a substantial effect on a person's ability to carry out normal day to day activities.

**Age Limits** - Adults and children over the age of 5 who meet the criteria can apply

**Older Persons Passes** - These passes are issued in line with the new Pensions Reform Act and are available at [www.freedompass.org](http://www.freedompass.org).

**Please Note** - Freedom passes are regularly reviewed and will not automatically be renewed.

**Section 1** (To be completed by all applicants)

Full name of applicant \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Post Code: \_\_\_\_\_

Email address: \_\_\_\_\_

Telephone number: \_\_\_\_\_

Preferred method of contact:

- Telephone
- Email

Date of Birth: \_\_\_\_\_

National Insurance Number : \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**Confirmation of your identity and residency**

Freedom Passes are only issued to people who live in the borough. We firstly need to check that you meet this condition. To enable us to do so, please attach a **copy of one** of the following documents to this form:

- Utility bill (a gas, water or electricity bill dated within the last 3 months)
- Council Tax bill (dated within the current year)
- TV licence
- Rent book.

You must also attach a **copy of one** of the following documents as proof of your identity:

- your birth certificate (unless your name has changed for example, if you married)
- your marriage certificate
- your medical card
- your passport
- European ID card

Please also enclose a recent passport standard photograph (taken within 3 months).

## **Section 2**

Please tick to indicate which automatic qualifying criteria you are applying under

- Blind or partially sighted (copy of CVI required)
- Profoundly or severely deaf (copy of Audiologist report)
- You are without speech (medical evidence required)
- You are without arms or have a long term loss of the use of both arms (medical evidence required)
- You have a Learning Disability (Copy of professional reports and medical evidence)
- Refused Driving Licence (DVLA evidence required)
- You receive the Higher rate mobility component of Disability Living Allowance
- You receive 8 points or more for Moving around component of Personal Independence Payment
- You receive 12 points for Planning and Following a Journey component of Personal Independence Payment
- You receive 8 points or more for Communicating verbally component of Personal Independence Payment
- You receive a War Pensions Mobility Supplement (copy of award required)

For Disability Living Allowance (DLA) or Personal Independence Payment (PIP) we will require evidence of your award dated within the last 3 months

## **Section 3**

**If your disability is a physical disability please continue to answer all the following questions.**

To help assess your eligibility for a Freedom Pass, please detail your disability or illness

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How long have you suffered from this? Years: \_\_\_\_\_ Months: \_\_\_\_\_

Do you regularly use a walking aid?

- Yes
- No

If yes, please state the type of aid(s) you use.

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Do you regularly use a wheelchair?

- Yes
- No

If yes, please state the type of chair you use.

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Can you get in/out of your home without assistance?

Yes

No

Does walking cause you severe discomfort?

Yes

No

Do you get very tired after walking a short distance?

Yes

No

Do you get out of breath after walking a short distance?

Yes

No

Can you only walk if someone supports your weight?

Yes

No

Can you manage stairs?

Yes

No

How far can you walk on flat ground before you feel breathless, feel pain or feel severe discomfort and need to rest? \_\_\_\_\_ Yards or \_\_\_\_\_ Metres

#### **Section 4** (Discretionary eligibility criteria)

Do you have a severe and enduring mental health issue and are you under a NHS Mental Health Team?

Yes

No

Do you have a severe and enduring mental health issue and are you under a Mental Health Social Care Team?

Yes

No

If you have answered Yes to either of the above, please ask your relevant team to provide a supporting letter.

**Please read and sign the following:**

**I declare that to the best of my belief all the statements I have made on this form are true.**

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

Finally, please check that you have attached, where relevant, each of the following:

- A document confirming that you are a resident of the borough of Kingston
- A passport standard photograph
- A document confirming your identity and date of birth
- If applicable, a document confirming that you are receiving the higher rate mobility component of the Disability living allowance, or mobility component of PIP, or war pensioner's mobility supplement
- CVI, BD8 or evidence from an Ophthalmologist if appropriate
- Audiologist Report if appropriate.
- Medical evidence if applying under Section 3
- Supporting evidence if applying under Section 4 (Discretionary)

Now, please return this form and the above documents to:

**Concessionary Travel,  
Customer Services,  
High Street,  
Kingston Upon Thames,  
KT1 1EU**

Data Protection Act 2018- Fair Processing Statement I understand that the Royal Borough of Kingston upon Thames is under a duty to protect the Public Funds it administers. As such, the information provided on this form is subject to being used for the prevention and detection of Fraud. If you wish to know more about how your information is used by the Royal Borough of Kingston upon Thames, please visit our website; [www.kingston.gov.uk](http://www.kingston.gov.uk).

### **Ethnic Origin**

We would be grateful if you would kindly complete this form. The information will be used within Sutton to provide statistical data for planning purposes. All information will be treated with the strictest confidence and protected by the Data Protection Act 1998.

<p>White:</p> <p><input type="checkbox"/> British</p> <p><input type="checkbox"/> Irish</p> <p><input type="checkbox"/> Any other white background</p> <p>Mixed</p> <p><input type="checkbox"/> White and black 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 background</p> <p>Asian or Asian British</p> <p><input type="checkbox"/> Indian</p> <p><input type="checkbox"/> Pakistan</p> <p><input type="checkbox"/> Bangladeshi</p> <p><input type="checkbox"/> Any other Asian background</p>	<p>Black or black British</p> <p><input type="checkbox"/> Caribbean</p> <p><input type="checkbox"/> African</p> <p><input type="checkbox"/> Any other black background</p> <p>Chinese or other ethnic group</p> <p><input type="checkbox"/> Chinese</p> <p><input type="checkbox"/> Other</p>
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