

Checklist of Documents for Enclosure

Please ensure that you include all relevant documents for the sections of this form that you have completed. The checklist provided below serves as a helpful reference for the required documentation. **Do not send original documents** as they cannot be returned.

Section 1: Who are you applying for?

Specify if you are applying for:

- Yourself (due to your disability or condition)
- Someone else (a relative, a person you care for, or someone needing a badge due to their disability)
- An organisation (such as a care home that assists individuals who need a Blue Badge)

Personal Information

- **Proof of Address:** Recent proof of address (dated within the last 12 months) is required if consent has not been given to check the local council tax database or electoral register. For applicants under 16 without standard proof of residence, a letter from their school confirming their address may be accepted.
- **Proof of Identity:** Provide a copy of a valid identification document.

Section 2: Eligibility Criteria and Documentation

Provide documents based on your eligibility category:

Severe Sight Impairment:	Ophthalmologist's Report/CVI/BD8 Form (required if you have not given consent to check the blind register).
Higher Rate of the Mobility Component of Disability Living Allowance (DLA):	Entitlement Letter (a copy of your entitlement letter for the Higher Rate of the Mobility Component of DLA issued within the last 12 months).
War Pensioner's Mobility Supplement:	Entitlement Letter (copy of your letter confirming eligibility for the War Pensioner's Mobility Supplement, issued within the last 12 months).
Armed Forces and Reserve Forces (Compensation) Scheme:	Award Letter (confirming receipt of tariffs 1-8 under the scheme, certifying permanent and substantial disability with significant walking difficulty, dated within the last 12 months).
Personal Independence Payment (PIP) - Mobility Component:	Entitlement Letter (for those with 8+ points under "Moving Around" or 10 points for Descriptor E on planning and following journeys due to psychological distress).

Section 3: Walking Difficulties (if not automatically qualifying)

For applicants with significant mobility impairments or walking difficulties who do not automatically qualify, additional documentation may be required. This includes medical assessments or supporting evidence of a substantial and permanent disability that impacts mobility.

Section 4: Drivers with Disabilities in Both Arms

- **Insurance Details:** If you drive a specially adapted vehicle, provide a copy of your insurance documents.

Section 5: Children Under Age Three

- **Healthcare Professional Letter:** This letter should specify the child's medical condition and any essential equipment required for their care.

Section 6: Hidden Disabilities (for non-automatic qualifiers)

For individuals with non-visible disabilities who face significant difficulty walking or risk during journeys:

- **Supporting Documentation:** Examples include recent letters of diagnosis, evidence of condition progression (within 2 years), clinic attendance or treatment records, and any medications or consultations relevant to the condition. Additionally, Patient Summaries, Education Health and Care Plans (EHCP), social care plans, or correspondence from professionals involved in care (dated within the last 2 years) can support your application.

Section 8a: Photograph

- **Passport-Style Colour Photograph:** Provide a recent, undamaged, passport-sized colour photograph (45mm x 35mm) with your name on the back.
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Additional Information for All Applicants

Sections to Complete: All applicants must complete **Sections 1, 7, and 8**. Complete **Section 2** if:

- You receive the Higher Rate of the Mobility Component of Disability Living Allowance.
- You are registered blind or severely sight impaired.
- You receive the War Pensioner's Mobility Supplement.
- You receive benefits under the Armed Forces and Reserve Forces (Compensation) Scheme at tariff levels 1-8.
- You receive PIP with 8+ points for "Moving Around" or 10 points for journey-related distress.

Fee and Payment: The fee for a Blue Badge is **£10**, payable by cheque, postal order, or credit/debit card. Once your application is approved, a member of the Concessionary Travel team will contact you to arrange payment. Please note that cash payments are not accepted.