



Companion Bus Pass Application Information

Are you a permanent resident in the Mid Suffolk District?

Yes

No

You must apply to the District/Borough Council in whose area you live.

- Are you:
- of state pensionable age (for a man this means pensionable age of a woman born on the same day); or
 - registered blind or partially sighted; without speech or severely or profoundly deaf
 - suffer from a permanent disability which seriously impairs your ability to walk; or
 - not permitted to drive or likely to be refused a driving licence for medical reasons

Yes (to any of these)

You may enrol for a National Bus Pass

Are you unable to travel on your own because of a disability ?

Yes

You may enrol for a Companion Bus Pass

How to apply for a Companion Bus Pass

Please complete the attached application form and post or deliver it, together with the necessary documentation, to Customer Services Direct at one of the following addresses:

MSDC Offices
54 Ipswich Street
Stowmarket
IP14 1AD

MSDC Offices
131 High Street
Needham Market
IP6 8DL

MSDC Offices
6 Cross Street
Eye
IP23 7AB

Harleston Information Plus
8 Exchange Street
Harleston
Norfolk IP20 9AB

If you wish download an application form go to www.midsuffolk.gov.uk - **Your Community – Local Travel.**

Photograph

Cards will not be accepted without a photograph of the holder. Please enclose a passport sized colour photograph with the completed application or call into one of the MSDC offices listed above where you can have your photograph taken free of charge.

Is there a charge for the pass?

Passes are free but there will be a £10 administration fee for the replacement of lost cards.

CONDITIONS

COMPANION BUS PASSES are only available to persons eligible for a National Bus Pass who **are unable to travel without a companion because of their disability.**

- your companion will not be issued with a separate pass of their own and will not be named on the pass.
- your companion will be entitled to free travel, **but only for journeys starting in the Mid Suffolk area.** If a companion travels free out of the area, they will be expected to pay for their return journey.
- are **restricted** and can only be used in areas outside Mid Suffolk where Companion Bus Passes are accepted (this is an optional service and not offered by all councils).
- **a signed medical declaration** from a Doctor must be completed and returned (see separate application form), together with documentary proof of address and a photograph.
- are not transferable and may only be used by the applicant.
- must be surrendered to Mid Suffolk District Council by the cardholder or next of kin if he or she becomes ineligible for any reason.
- any associated costs incurred (ie: photographs or medical declaration) will not be able to be claimed back from the Council.

NATIONAL BUS PASSES (*COMPLETE SEPARATE APPLICATION FORM*)

- are only available to eligible persons (see page 1), permanently resident in the Mid Suffolk District;
- are not transferable and may only be used by the applicant;
- allow free off-peak travel (9.30am until 11pm Monday to Friday, all day weekends and bank holidays) on local buses anywhere in England. Mid Suffolk pass holders will have the additional benefit of free travel at any time on local bus services, 24 hours a day, 7 days a week for journeys starting in Suffolk;
- incorporate all mandatory requirements for a concessionary travel pass as stipulated in the Concessionary Bus Travel Act 2007;
- must be surrendered to Mid Suffolk District Council by the cardholder or next of kin if he or she becomes ineligible for any reason.
- any associated costs incurred (ie: photographs or medical declaration) will not be able to be claimed back from the Council.

For all enquiries about the National Bus Pass or the Companion Bus Pass please contact one of the offices listed at the top of this page or telephone 0845 606 6067



Companion Bus Pass Application Form

Please print in **BLOCK CAPITALS**

Title (Mr/Mrs/Miss etc)		Surname											
Forenames													
Address													
Post Town		Post Code											
Telephone No		Date of Birth	<table border="1" style="width: 100%; height: 20px; border-collapse: collapse;"> <tr> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> </table>										

Declaration by the applicant:

- I apply for the Mid Suffolk Companion Bus Pass.
- I agree to abide by the conditions set out in the application information overleaf.
- I have enclosed a passport sized colour photograph, and proof of residency.
- I confirm that my disability prevents me from travelling on public transport on my own. I give permission to Mid Suffolk District Council to seek confirmation of my disability through my medical referee listed below.

Signature:		Date:	
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Details of medical referee This should be your **Doctor or a qualified medical professional** involved in the treatment or care of your disability.

Title:		First names:	
Surname:			
Address:			
Post Code:		Tel No:	
Professional Medical Capacity in which you know the applicant			

Declaration (medical referee): I know the applicant in the capacity mentioned above and I am **medically qualified** and involved in their treatment or care. I confirm that because of their disability the applicant needs to be accompanied by a companion in order to access conventional public transport services.

Signature: _____ **Date:** _____

This Authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering for these purposes.

COMPANION BUS PASS CONDITIONS

- are only available to persons eligible for a National Bus Pass who **are unable to travel without a companion because of their disability**.
- your companion will not be issued with a separate pass of their own and will not be named on the pass.
- your companion will be entitled to free travel, but **only for journeys starting in the Mid Suffolk area**. If a companion travels free out of the area, they will be expected to pay for their return journey.
- are **restricted** and can only be used in areas outside Mid Suffolk where Companion Bus Passes are accepted (this is an optional service and not offered by all councils).
- you will be allowed to travel alone without a companion when able for short or familiar journeys only.
- **a signed medical declaration** from a Doctor must be completed and returned (see overleaf), together with documentary proof of age, address and a photograph.
- are **restricted to travel within the Mid Suffolk area** and can only be used in areas outside Mid Suffolk where Companion Bus Passes are accepted (this is an optional service and not offered by all councils).
- are not transferable and may only be used by the applicant.
- must be surrendered to Mid Suffolk District Council by the cardholder or next of kin if he or she becomes ineligible for any reason.
- any associated costs incurred (ie: photographs or medical declaration) will not be able to be claimed back from the Council.

PLEASE NOTE ALL COMPANION BUS PASSES WILL BE ISSUED BY POST

Welcome Witamy مرحباً Sveiki

If you would like this document in another language or format, or if you require the services of an interpreter, please contact us.

Jeżeli chcieliby Państwo otrzymać ten dokument w innym języku lub w innym formacie albo jeżeli potrzebna jest pomoc tłumacza, to prosimy o kontakt z nami.

إذا أردت هذه الوثيقة بلغة أخرى أو بطريقة أخرى، أو إذا كنت بحاجة إلى خدمات مترجم، فنرجو أن تقوم بالاتصال بنا.

Jei pageidaujate gauti šį dokumentą kita kalba ar kitu formatu, arba jei jums



0845 6 066 067