

Concessionary Fares Scheme

National Bus Pass Application for People of Eligible Age

West Berkshire Council
Concessionary Fares Team
 Council Offices,
 Market Street,
 Newbury, RG14 5LD
Telephone No: 01635 519800 **email:**
 buspass@westberks.gov.uk
www.westberks.gov.uk/concessionaryfares

Change to the age of eligibility for National Bus Pass

A person is entitled to concessionary bus travel when they reach the eligible age, which is 66.

**Please note you can apply for a bus pass up to three months before your eligible age.
 The pass will get sent out in the post ten days prior to your eligible age.**

Privacy Notice:

To find out how we use the data you give us on this form visit <http://info.westberks.gov.uk/pnconcessionaryfares>

Your Details

Please use **BLOCK CAPITALS** and **Black Ink**

Mark check boxes with a

Title: Mr Mrs Miss Ms Other

First Name

Middle Name(s)

Surname

House / Flat No. / House Name

Address

Post Code

Telephone No.

Email Address

Date of Birth

Gender Male Female Prefer not to say

Documentation required to support application

Applicants are required to provide proof of age, proof of a permanent address within West Berkshire and one colour passport size photograph.

Please see and mark relevant boxes overleaf.

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Proof of Age, Proof of Residence and Photograph

Mark check boxes with a

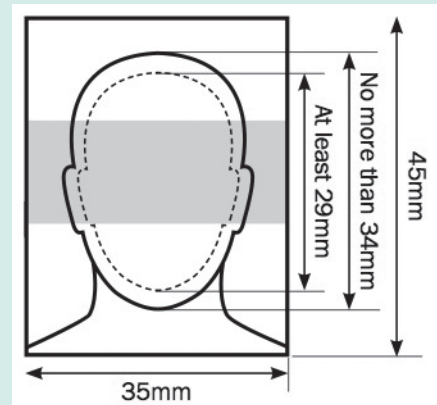
Please mark boxes and enclose a **photocopy only** of the up to date documents (less than one year old) you will be supplying for proof of permanent residency and proof of age. One from each category will suffice. (A driving licence can be used as proof of age or proof of residence, not both).

- Proof of Residence:**
- Council Tax
 - Bank Statement
 - Utility Bill
 - Driving Licence (Photocard only)

- Proof of Age:**
- Passport
 - Birth Certificate (if name unchanged)
 - Pension Entitlement Letter
 - Driving Licence (Photocard only)
 - NHS Medical Card

- Photograph:**
- One recent colour photograph to passport standards

Photograph must be:
a true likeness; showing your full face;
facing forwards; without a hat;
**taken against a plain pale background
and be to passport standards
sizes shown in diagram** →



Declaration (this must be completed)

Providing false information in order to obtain a Travel Concession is an offence and may result in criminal prosecution. I confirm that the above information is correct and I apply for a Travel Concession.

I agree to abide by the conditions of use as specified by West Berkshire Council see www.westberks.gov.uk/concessionaryfares and that I will return my concessionary bus pass if I permanently move from West Berkshire or notify if I have changed address within West Berkshire.

Signature of Applicant:

(or proxy for sight impaired applicants or carer/power of attorney, as appropriate)

Date:

Completed application forms should be sent to:

Concessionary Fares Team, West Berkshire Council, Council Offices, Market Street, Newbury, Berkshire, RG14 5LD. Or email application form and documents to **buspass@westberks.gov.uk**

It takes 15 working days to process your application. Your new bus pass will then be sent by second class post. If you have not sent the correct documentation we will contact you.

If you change address or intend to move out of West Berkshire then please let the Concessionary Fares Team know on: 01635 519800 or email: buspass@westberks.gov.uk

Office Use Only

Date entered on system: Initials:

Customer reference no: