



Blue Badge Application Form – FAST TRACK

Please complete all relevant sections of the application form and supply the appropriate documents to confirm eligibility. When completing this form you may find the accompanying guidance notes helpful. If you require any assistance with this form please call the Rutland County Council Blue Badge Department on 01572 758330 or for more in-depth advice contact Citizens Advice on 01572 723494. Please note that accepting your application does not mean that a badge will be awarded as all information provided needs to be verified. We cannot issue badges whilst you wait.

Section 1 – Information about the applicant.

If you are completing the form on behalf of an applicant who is under 16, or who is unable to complete the form themselves, please provide their details in appropriate sections and sign the form on their behalf. Further guidance on completing this section can be found in Section 1 of the accompanying guidance notes.

Title (Mr, Mrs, Miss, Ms, other):

First names (in full):

Surname:

Surname at birth:

Gender: Male Female

Date of Birth (DD/MM/YYYY): / /

Place of Birth: Town:
 (required) Country:

**National Insurance Number /
 Child Registration Number:**

Current address and contact details:

House Name/Number:
 Street:
 Town:
 Postcode:

Home Tel:
 Mobile Tel:
 Email:

Previous address, if different in the last three years:

House Name/Number:
 Street:
 Town:
 Postcode:

Do you currently hold a Blue Badge, or have you held a Blue Badge before? Yes: No:

If you have:

Which local authority issued you with the last badge?

What is the serial number on the last badge?

What is the expiry date of the last badge?

Badge Issue Fee:

- There is a fee of £10.00 for the issue of a Blue Badge – **submit payment with application.**
- You will only be issued with a Blue Badge once your payment has been received.

Please note: Cash payments are no longer accepted at our Customer Service Desk. Payment can be made by Debit/Credit Card or Cheque.

Section 2 – Declarations and signatures

These questions should be answered by all applicants for a Blue Badge.

2a) **Mandatory** declarations about the information you have provided and the application process

- Please read the following declarations thoroughly.
- Please tick all relevant boxes to indicate that you have read and understood each declaration.
- Not ticking one of these declarations may mean we are unable to issue you with a Blue Badge.
- Providing fraudulent information may result in prosecution and a fine.

In order to comply with the Data Protection Act and the General Data Protection Regulation (GDPR), which comes into effect in May 2018, we have to provide you with information about the personal data you give to us. This information is set out below:

Rutland County Council is the data controller for the personal information you may provide. You can contact us by phone on 01572 722577, via email to dataprotection@rutland.gov.uk or by writing to us at Data Protection Catmose House Oakham Rutland LE15 6HP.

Your information will be used so that we can administer 'The Blue Badge (Disabled Persons' Parking Scheme' which introduced on 1 December 1971 by means of Regulations made under Section 21 of the Chronically Sick and Disabled Persons Act 1970 (Badges for display on motor vehicles use by disable persons). This Act was amended by the Disabled Person's Parking Badges Act 2013.

Your personal data may be shared with other teams within the council in order to provide a service to you, to ensure our records are kept up to date or otherwise where we are required to do so under other legislation. We may share the data with third parties if we are required by law to do so, this may include the Police or Government Agencies. We will not sell your data or use it for marketing purposes without your consent.

We will keep your data for 3 years and 6 months from the date of application. This is in accordance with current legislation.

You have the following rights under the GDPR. Please note not all of these rights apply to all processing. Further details on each right can be found on our website (<https://www.rutland.gov.uk>)

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- *The right to be informed.*
- *The right of access.*
- *The right to rectification*
- *The right to erasure*
- *The right to restrict processing*
- *The right to data portability*
- *The right to object*
- *Rights related to automated decision making, including profiling'*

Rutland County Council would like to contact you to provide you with information on other Council Services. If you consent to us contacting you for this purpose please tick here.

If you are not happy with the way the council is handling your personal information you have the right to lodge a complaint with the Information Commissioner's Office www.ico.org.uk

Declarations to be completed by all applicants

- I confirm that, as far as I know, the details I have provided are complete and accurate. I realise that you may take action against me if I have provided false information in this application form.
- I understand that I must promptly inform my local authority of any changes that may affect my entitlement to a badge.

Declarations to be completed by all individual applicants

- I understand that, if my application is successful, I must not allow any other person to use the badge for their benefit and that I must only use the badge in accordance with the rules of the scheme as set out in the "Blue Badge scheme: rights and responsibilities in England" leaflet which will be sent to me with the badge.
- I understand that I must not hold more than one valid Blue Badge at any time.

2b) Checklist of documents you need to enclose

Please ensure you have enclosed all of the relevant documents for the sections of this application form that you have completed. We have provided a checklist below to help remind you of what you need to enclose.

- DS1500 Certificate of Terminal Illness or letter from GP, Macmillian nurses (or specialist or district nurses)

2c) Your signature against the declarations in section 2a and 2b

Your signature:	
Date of application:	(DD/MM/YYYY): <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
Please print your name here:	
Please provide your full name and address if you are completing this application on behalf of someone else:	
Your relationship to the applicant:	
Your signature:	

Blue Badge Application Form - Guidance Notes

What sections of the application form should I complete?

Section 1 - Information about you

This section should be completed by all individual applicants for a Blue Badge. All fields should be filled in where relevant. If you are applying for a Blue Badge on behalf of someone under the age of 16, then you will need to provide their Child Registration Number. This can be found on Child Benefit documentation.

There are questions for those who have already held a Blue Badge or who have a Blue Badge which is due to expire shortly. Applicants should note that only one badge will be valid for one applicant at the same time. The serial number can be found on the front of the badge.

Blue Badge fee:

If your application is successful, you will be required to pay a fee of £10.00 before a Badge can be issued to you. We will only issue successful applicants with a Blue Badge once payment of the required fee has been received.

Please note: Cash payments are no longer accepted at our Customer Service Desk. Payment can be made by Debit/Credit Card or Cheque.

Section 2 – Declarations and signatures

Section 2a

The relevant mandatory declarations must be completed by all applicants, since they underpin the terms of applying for a Blue Badge. Please take the time to read and understand these declarations, since not ticking those that are relevant to your applicant may result in your local authority being unable to accept your Blue Badge application.

Section 2c

All applicants must sign and date the form prior to submitting it.

A local authority may refuse to issue a badge if they have reason to believe that the applicant is not who they claim to be or that the badge would be used by someone other than the person to whom it has been issued.

If your badge application is successful, the leaflet “The Blue Badge scheme - rights and responsibilities in England” will be sent to you with the badge. This leaflet explains the rules of the Scheme and how you should use the badge properly. The leaflet can be viewed at [The Blue Badge scheme: rights and responsibilities in England - Publications - GOV.UK](#)