

.....
.....
.....
.....

Shropshire Council
The Shirehall
Abbey Foregate
Shrewsbury
SY2 6ND

Date: As per postmark
My ref: Organisational
Your ref: Renewal Application

Dear Proprietor/Manager

BLUE BADGE SCHEME APPLICATION - ORGANISATION

Please find enclosed a Blue Badge Scheme Application Form. This form should be used for applying for a Blue Badge in respect of your Organisation. Alternatively you can complete an online application by visiting **www.gov.uk/apply-blue-badge**.

An 'organisation' is defined in legislation as meaning an organisation concerned with the care of disabled persons to which a disabled person's badge may be issued.

The Department for Transport has stated that Organisational badges will therefore only be issued to an organisation which:

- **cares for and transports** disabled people who would meet one or more of the eligibility criteria for an individual Blue Badge; **and**
- has a clear need for an organisational badge rather than using the individual Blue Badges of people it is transporting.

Once you have completed the application please forward to the Blue Badge Team at the above address, or alternatively please hand in the completed application at any one of the points listed on the reverse of this letter who will forward to the Blue Badge Team. If you are experiencing difficulties in completing an application or have any queries relating to the scheme then please do not hesitate in contacting Shropshire Blue Badge Service on 0345 678 9014.

Shropshire Council
Blue Badge Team
www.shropshire.gov.uk
e-mail: customer.service@shropshire.gov.uk

WHEN RETURNING YOUR APPLICATION PLEASE ENSURE THAT THE CORRECT POSTAGE IS USED. THE WEIGHT, SIZE AND THICKNESS OF THE ENVELOPE MAY ALTER THE ROYAL MAIL COST IN DELIVERING YOUR APPLICATION. INSUFFICIENT POSTAGE WILL RESULT IN YOUR APPLICATION NOT BEING DELIVERED TO SHROPSHIRE COUNCIL. YOU ARE ALSO ADVISED TO PUT YOUR POSTCODE AND HOUSE NUMBER/HOUSE NAME ON THE REVERSE OF YOUR ENVELOPE.

You can take your completed application to any of the following points during their normal opening hours who will forward to the Blue Badge Team.

The Library,
Listley Street,
BRIDGNORTH

The Library
7/9 Parkway,
LUDLOW

The Raven, 129 Cheshire Street
MARKET DRAYTON

Community Hub
Oswestry Library, Arthur Street
OSWESTRY

1A Castle Gates
SHREWSBURY

Whitchurch Civic Centre
High Street
WHITCHURCH

Section 6 – Applying for an Organisational Blue Badge.

These questions are intended for organisations involved in the care of disabled people who are seeking a Blue Badge for a vehicle/vehicles (e.g. minibus, or specially adapted commercial vehicle) which is/are to be used to carry disabled people who would themselves qualify for an individual Blue Badge.

An ‘organisation’ is defined in legislation as meaning an organisation concerned with the care of disabled persons to which a disabled person’s badge may be issued.

Organisational badges will therefore only be issued to an organisation which:

- **cares for and transports disabled people** who would meet one or more of the eligibility criteria for an individual Blue Badge; and
- has a clear need for an organisational badge rather than using the individual Blue Badges of people it is transporting.

Organisational badges should only be used when transporting disabled people in their care who meet one or more of the eligibility criteria for a badge – and must not be used for the employee’s benefit when they are carrying out other business on behalf of the organisation. It is unlikely that taxi or private hire operators and community transport operators would be eligible for an organisational Blue Badge as they are not usually concerned with the care of disabled people who would meet one or more of the eligibility criteria for a badge.

If you are unsure about how to answer these questions, then please contact the Blue Badge Service on 0345 678 9014.

Name of organisation:

Main contact name:

Address:

Postcode:

Telephone:

Email:

Does your organisation care for disabled people who would themselves qualify for an individual Blue Badge?

Yes: No:

If YES, please give details of the nature of this care:

As part of that care, does your organisation provide them with transportation?

Yes: No:

If YES, please give details of the types of vehicles in which you wish to use the badge, their vehicle registration number and how often they are used to transport disabled people:

Type of vehicle	Vehicle Registration Number	Frequency used to transport disabled people

Are any of your vehicles licensed under the Disabled Passenger Vehicle (DPV) taxation class?

Yes: No:

If YES, please give details and attach a photocopy of the tax disc(s) to this application:

How many disabled people are in the care of your organisation?

: people

How many of these people are already in receipt of a Blue Badge as individuals?

: people

How many of these people do you estimate would be eligible to receive a Blue Badge if they applied as individuals?

: people

Charity Number of your organisation:
(if applicable)

Please describe why your organisation is applying for a Blue Badge and the types of trips it will be used for:

How often do you envisage your organisation will use the Blue Badge?

If you already have an organisational Blue Badge:	
What is the serial number on the current badge(s)?	What is the expiry date of the current badge(s)?
How many organisational badges are you applying for? <input style="width: 200px; height: 20px;" type="text"/>	
(Please note that your organisation will be required to pay the badge issue fee for each Organisational Badge that is issued).	

Please complete the Declarations and Data Protection Notice at Section 7

7. Mandatory Declarations and Data Protection notice

Tick all boxes relevant to the application to indicate that you have read, understood and agree with each declaration. Not ticking one of these declarations may mean we are unable to process the application and/or issue your Organisation with a Blue Badge.

- 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 Shropshire Council of any changes that may affect my organisations continued entitlement to a badge.
- I agree that, if the application is successful, I will not allow any other person to use the badge for their benefit and I agree that I will use the badge in accordance with the rules of the scheme as set out in the "Blue Badge scheme: rights and responsibilities" leaflet which will be sent to me with the badge.
- I understand that you will deal with all documents relating to this application in line with The Data Protection Act 2018, and you may share them within the local authority, with other local authorities, the police and parking enforcement officers to detect and prevent fraud.
- I accept that Shropshire Council is not responsible for any original documents (please provide photocopies) which may get lost in the post.

Your signature against the above declarations:

Your signature:	
Please print your name here and state your position within your Organisation:	
Date of application:	