



Cumbria County Council – Resources & Transformation

Blue Badge Team, Parkhouse Building, Baron Way,
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Organisational Blue Badge Application Form

Please complete all relevant sections of the application form and supply the appropriate documents in support of your application. When completing this form you may find the accompanying guidance notes are helpful.

The local authority may refuse to issue a badge if you do not provide adequate evidence that you meet the eligibility criteria.

Section 1 – 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 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. Please see accompanying guidance note for a list of the eligibility criteria prescribed in the regulations that govern the scheme.

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 a 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 read the guidance notes enclosed with this application form.

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? See accompanying guidance note for a list of the eligibility criteria.

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 (see description of eligible disabled people in the accompanying guidance note)?

: 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?

(Please note that your organisation will be required to pay the badge issue fee for each Organisational Badge that is issued)

Badge issue fee

A fee of £10 is payable for successful applications. Please enclose a cheque or postal order made payable to **Cumbria County Council**. A refund will be given if your application is not successful.

Section 2 – Declarations and signatures

These questions are intended to be answered by all applicants for a Blue Badge

2a) 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, understand and agree with 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

All documents relating to this application will be dealt with in line with the Data Protection Act 1998 and may be shared with the local authority, with other local authorities, the police and parking enforcement officers to detect and prevent fraud. Any information you have supplied to support this application will only be disclosed to third parties as necessary for the operation and administration of the Blue Badge scheme, and to other Government Departments or agencies, to validate proof of entitlement or as otherwise required by law.

Declarations to be completed by all organisational applicants

- I confirm that I am authorised to represent the organisation and that the organisation is concerned with the care of disabled people
- I agree that, if the application is successful, the badge(s) will only be used when transporting disabled people and I agree that the organisation will use the badge(s) in accordance with the rules of the scheme.

2b) Checklist of documents you may need to enclose

- A photocopy of the tax discs for any vehicles registered under the Disabled Passenger Vehicle (DPV) class
- Two sheets of letter headed paper signed under the logo by authorised signatory

2c) Badge Issue Fee

- The badge fee is £10.00 – **per badge** (refunded in the event of the application being unsuccessful).
Please make your cheque or postal order made payable to **Cumbria County Council**.

2d) 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	
Designation	

POSTAL APPLICATIONS ONLY

Your completed application form should be posted to:

Blue Badge Team,
Parkhouse Building,
Baron Way,
Kingmoor Business Park,
CARLISLE,
CA6 4SJ.

Blue Badge Application Form - Guidance Notes

An organisational badge may be issued to organisations whose responsibility includes the care and transportation of disabled people who would themselves meet the eligibility criteria for a badge should they apply individually. Eligible disabled persons are defined as a person who is over two years old and:

- receives the Higher Rate of the Mobility Component of the Disability Living Allowance; or
- meet a 'moving around' descriptor for the Mobility Component of Personal Independent Payment(PIP); or
- is registered blind (severely sight impaired); or
- receives a War Pensioner's Mobility Supplement; or
- receives a lump sum benefit under the Armed Forces and Reserved Forces (Compensation) Scheme within tariff levels 1-8 (inclusive) and has been assessed and certified as having a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking; or
- drives a vehicle regularly, has a severe disability in both arms and is unable to operate, or has considerable difficulty in operating, all or some types of parking meter; or
- has a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking.

In addition, eligibility covers children under the age of three who fall within either or both of the following descriptions:

- a child who, on account of a condition, must always be accompanied by bulky medical equipment which cannot be carried around with the child without great difficulty;
- a child who, on account of a condition, must always be kept near a motor vehicle so that, if necessary, treatment for that condition can be given in the vehicle or the child can be taken quickly in the vehicle to a place where such treatment can be given.

Organisational Badges will therefore only be issued to an organisation which both:

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

In all circumstances, badges will be supplied to organisations or departments rather than to individual staff members.

All employees of the organisation who will be using the badge should be reminded that they must only use the badge for the purposes of transporting disabled people in their care who meet one or more of the eligibility criteria for a badge. These employees should be reminded that if they use the badge to take advantage of the concessions when there are no passengers in the vehicle who are eligible for a badge they will face a fine of up to £1,000.

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. Such operators are, of course, able to use an individual's Blue Badge when carrying that person as a passenger.