Personal Independence Payment (PIP) and the Blue Badge Scheme

Implications for Local Authorities that issue Blue Badges in England

January 2013
Personal Independence Payment (PIP) and the Blue Badge Scheme

Implications for Local Authorities that issue Blue Badges in England

This document provides important information on forthcoming changes to Disability Living Allowance that will impact on local authority administration of the Blue Badge (disabled parking) scheme.

This document is intended to explain how the Blue Badge scheme will change and the steps that local authorities will need to take to ensure that badges continue to be issued to eligible applicants and that information presented to the public is accurate and helpful.

Different arrangements will apply in Scotland and Wales.

Note: The Department for Work and Pensions has laid in draft in Parliament the affirmative Personal Independence Payment (PIP) Regulations which concern the main detailed rules and assessment which will underpin PIP. The PIP Regulations require Parliamentary approval before the new benefit can be implemented.
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What is changing and when?

The Department for Work & Pensions (DWP) is introducing a new social security benefit called Personal Independence Payment (PIP) which will replace Disability Living Allowance (DLA) for people aged 16-64 on or after 8 April 2013.

New claims to PIP

- From April 2013, PIP will be introduced for new claimants (aged between 16-64 on or after 8 April 2013) living in the North West and part of the North East of England [see list of Blue Badge issuing local authorities affected from April at Annex A]. DLA will continue in other parts of the country during this controlled start period.

- From June 2013, PIP will be introduced in the remaining parts of Great Britain for new claimants aged 16-64.

Existing DLA claimants

- From October 2013 – the following DLA recipients will be invited by DWP to claim PIP: individuals who report a change that affects their DLA care or mobility needs; recipients of a fixed term DLA award whose award expires from the end of February 2014 onwards; young people turning age 16 (with the exception of those awarded DLA under the rules for people who are terminally ill);

- From 2015 – DWP will start to contact everyone else aged 16-64 receiving DLA (through a random selection process). DWP will write to individuals in plenty of time and they do not need to contact DWP now.

PIP is not being extended to existing DLA claimants below the age of 16 and those aged 65 or over on 8 April 2013. However, anyone assessed as being entitled to PIP may continue to receive the benefit after the age of 65 if they continue to fulfil the entitlement conditions, including those for the mobility component.

The remainder of this document deals with the implications for the Blue Badge scheme.
What does this mean for the Blue Badge scheme?

Currently, the Blue Badge regulations entitle anyone in receipt of the higher rate of the mobility component of DLA (HRMCDLA) to a Blue Badge “automatically” i.e. without further assessment.

As DLA will no longer exist for people aged 16-64, the DfT has decided that there should be a legislative link to automatic Blue Badge eligibility for someone with an appropriate PIP award.

We have decided to link automatic eligibility for a Blue Badge to those, aged 16-64, who receive 8 points or more under the ‘Moving Around’ activity of the mobility component of PIP because they cannot stand and walk (aided or unaided) more than 50 metres [see table at Annex B]. This maintains the closest fit with the current eligibility for a Blue Badge, which aims to focus eligibility on those who are unable to walk or have serious difficulty walking.

This means that from April onwards there will be a new automatic criterion for Blue Badge eligibility and that local authorities will need to begin processing applications for “automatic” badges from applicants with the relevant PIP award as well as from people with continuing HRMCDLA awards.

The changes will not affect:

- people aged younger than 16,
- people aged 65+ on 8 April 2013,
- people who are automatically eligible for a badge under other criteria i.e. those registered blind, Armed Forces personnel, people who have a disability in both arms, children under 3 with specific medical conditions.

From October 2013, DWP will begin reassessing existing DLA claimants to establish if they are eligible for PIP. Ministers have decided that if an existing recipient of the Higher Rate Mobility Component of DLA fails to score 8 points or more under the ‘Moving Around’ mobility component of PIP, they should be allowed to retain their current Blue Badge until it expires. If at that point the individual does not automatically qualify for a badge by virtue of a PIP award, they will be able to apply directly to their local authority to see whether they qualify under any of the other criteria.
Actions to be taken by Local Authorities

In time for the introduction of PIP i.e.

- April for all those badge-issuing authorities at Annex A
- June for all other badge-issuing authorities

- Please begin issuing badges, without further assessment, to people who receive 8 points or more under the ‘Moving Around’ mobility component of PIP because they cannot stand and walk (aided or unaided) more than 50 metres [i.e. those people who fall within the dark green area, covering descriptions C-F, below the red dotted line on the table at Annex B].

- These people should provide an original PIP award letter [see specimen pages at Annex C] in support of their application which must include one of the descriptions C-F mentioned above in the ‘Moving Around’ box which features under the Mobility Component section of the letter (page 18 of this booklet). Scores will not be included in the letters until October.

- Please update any Blue Badge paper application forms that you provide to prospective badge applicants to include this new automatic eligibility criterion. For those local authorities who use (or base their forms on) our Model Application Form, please find a revised version of the form [at Annex D] for your use.

- Please update your own electronic systems to reflect this new category of Blue Badge applicant.

- Please update your websites where appropriate to make potential PIP applicants aware of their eligibility.

- From October 2013, DWP will begin reassessing existing DLA claimants to establish if they are eligible for PIP. If an existing recipient of the Higher Rate Mobility Component of DLA fails to score 8 points or more under the ‘Moving Around’ mobility component of PIP, they should be allowed to retain their current Blue Badge until it expires. If at that point the individual does not automatically qualify for a badge by virtue of a PIP award, they should not receive a new badge unless the local authority assesses that they qualify under one of the other eligibility criteria.

- After October 2013, if someone aged 16-64 applies for a badge with a DLA letter, we would recommend you check with DWP that their award has not been stopped.

- By 2018, people of 16-64 should not be attempting to claim a badge by virtue of DLA as entitlement will have stopped and any DLA award letter presented is likely to be out of date.

Note: Northgate Information Solutions are making changes to the online Eligibility Checker and online application form and will include new fields for recording PIP-related badge data on the national database.
Frequently asked questions

The following information may assist you in answering questions from the general public.

Why is the Government changing Disability Living Allowance?

There has been a growing acceptance that Disability Living Allowance (DLA) needs reform – that it is no longer in step with the needs of disabled people, that it is not personalised and that it is not sustainable. DLA has outdated eligibility criteria, there is an over-reliance on self-assessment, and decisions are often perceived as inconsistent and subjective.

The introduction of Personal Independence Payment (PIP) is designed to ensure support is focused on those who face the greatest barriers to leading independent lives.

What is the timeline?

New claims to PIP

- From April 2013, PIP will be introduced for new claimants (aged between 16-64 on or after 8 April 2013) living in the North West and part of the North East of England. DLA will continue in other parts of the country during this controlled start period.

- From June 2013, PIP will be introduced in the remaining parts of Great Britain for new claimants aged 16-64.

Existing DLA claimants

Personal Independence Payment is being introduced in stages –

- October 2013 – the following DLA recipients will be invited to claim PIP: individuals who report a change that affects their DLA care or mobility needs; recipients of a fixed term DLA award whose award expires from the end of February 2014 onwards; young people turning age 16 (with the exception of those awarded DLA under the rules for people who are terminally ill);

- From 2015 – we will start to contact everyone else receiving DLA (through a random selection process). We will write to individuals in plenty of time and they do not need to contact DWP now.

PIP is not being extended to existing DLA claimants below the age of 16 and those aged 65 or over on 8 April 2013.
How will the changes affect eligibility for Blue Badges?

Many people are automatically eligible for a Blue Badge by virtue of receiving the Higher Rate of Mobility Component of Disability Living Allowance. However, as DLA will be replaced for people aged 16-64, the DfT has decided that there should still be automatic Blue Badge eligibility for some people who receive the new Personal Independence Payment.

People who score 8 points or more in the ‘Moving Around’ activity of the Mobility Component of PIP will be automatically eligible for a Blue Badge. This activity assesses a person’s physical ability to get around and a score of 8 points or more will be awarded to people who are either unable to walk or who cannot walk further than 50 metres.

This means that future eligibility for a Blue Badge will be as similar to the current eligibility criteria for the scheme as possible.

Who will not be affected by the changes?

The changes will not affect:

- people aged younger than 16,
- people aged 65+ on 8 April 2013,
- people who are eligible for a badge under other criteria ie. those registered blind, Armed Forces personnel, people who have a disability in both arms, children under 3 with specific medical conditions.

If I don’t qualify for PIP, can I still get a Blue Badge?

If you do not automatically qualify for a badge by virtue of a PIP award, you may apply directly to the local authority to see whether you qualify under any of the other criteria.

If I used to qualify for the higher rate mobility component of DLA but don’t qualify for PIP, will I lose my Blue Badge?

If you don’t qualify for PIP following reassessment, you will be able to keep your existing Blue Badge until it expires. If at that point you do not have an appropriate PIP award, you will be able to apply to your local authority to see if you qualify for a badge under any of the other criteria.
I currently get the higher rate mobility component of DLA and have a Blue Badge. When will these changes affect me?

- **From October 2013** – the following DLA recipients will be invited to claim PIP: individuals who report a change that affects their DLA care or mobility needs; recipients of a fixed term DLA award whose award expires from the end of February 2014 onwards; young people turning age 16 (with the exception of those awarded DLA under the rules for people who are terminally ill);

- **From 2015** – DWP will start to contact everyone else aged 16-64 receiving DLA (through a random selection process) and will invite them to apply for PIP. They will write to individuals in plenty of time and you do not need to contact DWP now.

**Can I appeal if I don’t qualify for PIP and don’t qualify for a Blue Badge?**

DWP will retain the overall decision making responsibilities for PIP awards. Claimants who disagree with the award decisions will be able to request reconsideration by DWP.

If you do not qualify for PIP you can still apply to the local authority for a Blue Badge. If we assess that you do not meet the eligibility criteria there is no formal right of appeal against the decision. However if you feel that we have not taken proper account of your circumstances in our assessment, you may ask us to reconsider your case. If you remain dissatisfied you may wish to take your complaint to the Local Government Ombudsman.
Contacts for further information

For questions relating to the impact of PIP on the Blue Badge scheme, please contact:

Keith Hughes  
Telephone: 0207 944 3968  
E-mail: Keith.hughes@dft.gsi.gov.uk

For more detailed information on PIP, please check:

DWP website at http://dwp.gov.uk/pip
Annex A: Blue Badge issuing local authorities affected from April 2013
Blue Badge issuing local authorities affected from April 2013

- Blackburn with Darwen Council
- Blackpool Borough Council
- Bolton Metropolitan Borough Council
- Bury Metropolitan Borough Council
- Cheshire East Council
- Cheshire West & Chester Council
- Cumbria County Council
- Darlington Borough Council
- Durham County Council
- Gateshead Metropolitan Borough Council
- Halton Borough Council
- Hartlepool Borough Council
- Knowsley Metropolitan Borough Council
- Lancashire County Council
- Liverpool City Council
- Manchester City Council
- Middlesbrough Borough Council
- Newcastle upon Tyne Metropolitan District Council
- North Tyneside Council
- North Yorkshire County Council
- Northumberland County Council
- Oldham Metropolitan Borough Council
- Redcar & Cleveland Borough Council
- Rochdale Metropolitan Borough Council
- Salford City Council
- Sefton Metropolitan Borough Council
- Shropshire County Council
- South Tyneside Council
- St Helens Metropolitan District Council
- Staffordshire County Council
- Stockport Metropolitan Borough Council
- Stockton on Tees Council
- Sunderland City Council
- Tameside Metropolitan Borough Council
- Trafford Metropolitan Borough Council
- Warrington Borough Council
- Wigan Metropolitan Borough Council
- Wirral Metropolitan Borough Council
Annex B: Determining Blue Badge eligibility using Personal Independence Payment award notifications
Determining Blue Badge eligibility using Personal Independence Payment (PIP) award notifications

People who score 8 points or more in the “Moving around” activity within the Mobility Component of PIP are eligible for a Blue Badge.

When PIP is introduced in April 2013, the award notification letters will not show the points scores the claimant has been given. Scores will be included from October 2013. The letters will show the descriptor that the claimant has been given for each activity.

To check if a claimant is eligible for a Blue Badge, you should check which descriptor they have been awarded for “Moving around” (the last activity in the list of descriptors in the award letter). The table below shows you which descriptors score 8 or more points.

### Activity 12 - Moving around

<table>
<thead>
<tr>
<th>Descriptor</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>A I’ve decided you can stand and then move more than 200 metres.</td>
<td>0</td>
</tr>
<tr>
<td>B I’ve decided you can stand and then move more than 50 metres but no more than 200 metres.</td>
<td>4</td>
</tr>
<tr>
<td>C I’ve decided you can stand and then move unaided more than 20 metres but no more than 50 metres.</td>
<td>8</td>
</tr>
<tr>
<td>D I’ve decided you can stand and then move using an aid or appliance more than 20 metres but no more than 50 metres.</td>
<td>10</td>
</tr>
<tr>
<td>E I’ve decided you can stand and then move more than 1 metre but no more than 20 metres.</td>
<td>12</td>
</tr>
<tr>
<td>F I’ve decided you cannot stand or move more than 1 metre.</td>
<td>12</td>
</tr>
</tbody>
</table>

Not eligible

Eligible
Annex C: Example of a Personal Independence Payment decision letter
Mr Xxxxx Xxxxxxxx
33 Xxxxxxxxxx Road
Xxxxxxxx
Xxxxxxxx
XX1 1XX

Dear Mr Xxxxxxxx

xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx
xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx

Please keep this letter as it may be needed as proof of your Personal Independence Payment award.
I’ve decided you meet the following descriptors for the **Daily Living component:**

<table>
<thead>
<tr>
<th>Daily Living Component</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preparing food</td>
<td>I’ve decided you xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td></td>
<td>xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td>Managing therapy or monitoring a health condition</td>
<td>I’ve decided you xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td></td>
<td>xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td>Managing toilet needs or incontinence</td>
<td>I’ve decided you xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td></td>
<td>xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td>Dressing and undressing</td>
<td>I’ve decided you xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td></td>
<td>xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td>Communicating verbally</td>
<td>I’ve decided you xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td></td>
<td>xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td>Reading and understanding signs, symbols and words</td>
<td>I’ve decided you xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td></td>
<td>xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td>Engaging with other people face to face</td>
<td>I’ve decided you xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td></td>
<td>xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxs.</td>
</tr>
<tr>
<td>Making budgeting decisions</td>
<td>I’ve decided you xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td></td>
<td>xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
</tbody>
</table>

Having looked at all the information provided, I’ve decided you meet the following descriptors for the **Mobility component:**

<table>
<thead>
<tr>
<th>Mobility Component</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning and following a journey</td>
<td>I’ve decided you xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td></td>
<td>xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx</td>
</tr>
<tr>
<td>Moving Around</td>
<td>I’ve decided you cannot stand or move more than 1 metre.</td>
</tr>
</tbody>
</table>
Annex D: Updated Blue Badge model application form
Blue Badge Application Form

Please complete all relevant sections of the application form and supply the appropriate documents to confirm your address, identity and evidence of eligibility. When completing this form you may find the accompanying guidance notes 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 – 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.

If you are applying on behalf of an organisation that cares for and transports disabled people then please do not complete Section 1. You only need to complete Sections 6 and 7.

Further guidance on completing this section can be found in Section 1 of the accompanying guidance notes.

<table>
<thead>
<tr>
<th>Title (Mr, Mrs, Miss, Ms, other):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>First names (in full):</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Surname:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Surname at birth:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

| Gender: Male ☐ Female ☐         |
|                                  |

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

<table>
<thead>
<tr>
<th>Town:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Place of Birth:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Country:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

| National Insurance Number /     |
|                                 |
| Child Registration Number:       |

(see Section 1 of the accompanying guidance notes)

<table>
<thead>
<tr>
<th>Driving Licence Number: (If you hold a driving licence)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>
**Current address and contact details:**

Postcode:  
Home Tel:  
Mobile Tel:  
Email:  

**Previous address, if different in the last three years:**

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?  

**Proof of your address, dated within the last 12 months:**

We need to check that you are a resident in this local authority area before we can process your application. Please select one of the following options and provide original documentation where relevant:

<table>
<thead>
<tr>
<th>Either:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>I give consent to the local authority to check my personal details on the local authority’s Council Tax database so that I do not need to submit proof of my address.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Or:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>I have enclosed a Council Tax bill bearing my name and address, dated within the last 12 months.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Or:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>I do not pay Council Tax, am over the age of 16 and give consent to the local authority to check my address on the electoral register.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Or:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>I am applying on behalf of an applicant who does not pay Council Tax and is under the age of 16. I give my consent to the local authority to check school records to confirm their address.</td>
</tr>
</tbody>
</table>

**Proof of your identity:**

We need to check your identity to reduce the potential for fraudulent applications for a Blue Badge. You must attach a certified photocopy of one of the following as proof of your identity:

- ☐ Birth certificate / adoption certificate  ☐ Marriage / Divorce certificate  ☐ Passport  
- ☐ Civil Partnership / Dissolution certificate  ☐ Valid driving licence
Photographs:
You will need to enclose a recent passport standard photograph of the applicant. The photograph needs to show the applicant’s full face so that the holder can be easily identified. No one else should be in the photograph. The photograph will be placed on the back of the badge and will not be visible when the badge is being displayed in the vehicle.

Please ensure that the applicant’s name is on the back of the photograph and that you complete Sections 7(a) and 7(d) of this form to confirm that the photograph is a true likeness.

Badge issue fee (where applicable):
[The local authority will need to insert details of local payment options for successful Blue Badge applicants, where the fee is collected.]
Payment will only be taken if your application for a Blue Badge is successful. You will only be issued with a Blue Badge once your payment has been received.

Please nominate the vehicle registration number(s) for the main cars in which you intend to use the Blue Badge:

(Up to three registration numbers should be nominated, but please remember that other vehicles can be used).
**Section 2 – Questions for ‘without further assessment’ applicants.**

These questions are intended for people who may qualify for a Blue Badge automatically because they:
- are severely sight impaired (blind);
- receive the **Higher Rate of the Mobility Component** of Disability Living Allowance;
- receive the appropriate component of Personal Independence Payment;
- receive the War Pensioner’s Mobility Supplement; or
- receive a qualifying award under the Armed Forces and Reserve Forces (Compensation) Scheme.

If you are unsure whether these questions apply to you, then please read Section 2 of the guidance notes enclosed with this application form.

### 2a) People who are severely sight impaired (blind)

**Are you registered as blind (severely sight impaired)?**

Yes: ☐  No: ☐

If YES, please state which local authority you are registered with:

| Yes: ☐  No: ☐ |

If YES, do you give consent to us to check the local authority’s register of blind people to see whether your disability is already known to the council?

| Yes: ☐  No: ☐ |

If NO, then please indicate whether you have enclosed a copy of your Certificate of Vision Impairment (CVI) or a BD8 form, signed by a Consultant Ophthalmologist and that you wish to be registered as blind:

| Yes: ☐  No: ☐ |

### 2b) People who receive the Higher Rate of the Mobility Component of Disability Living Allowance

**Do you receive the Higher Rate of the Mobility Component of Disability Living Allowance?**

Yes: ☐  No: ☐

If YES, have you been awarded this benefit indefinitely?

Yes: ☐  No: ☐

If NO, when is your award of this benefit due to end?

(DD/MM/YYYY): ☐ ☐ / ☐ ☐ / ☐ ☐ ☐ ☐

If you are in receipt of the Higher Rate of the Mobility Component of Disability Living Allowance you must enclose an original letter of entitlement to this benefit issued within the last twelve months or your original annual uprating letter.

Please note that we may also check that you are in receipt of this award with the Department for Work and Pensions.
### 2c) People who meet a ‘Moving Around’ descriptor for the Mobility Component of Personal Independence Payment (PIP)

Does your ‘Moving Around’ descriptor for the Mobility Component meet/match any of the following statements?

- [ ] You can stand and then move unaided more than 20 metres but no more than 50 metres. (8 points)
- [ ] You can stand and then move using an aid or appliance more than 20 metres but no more than 50 metres. (10 points)
- [ ] You can stand and then move more than 1 metre but no more than 20 metres. (12 points)
- [ ] You cannot stand or move more than 1 metre. (12 points)

If you did not tick any statement above, please tick the ‘NO' box.

No: [ ]

If you have ticked a statement above (8, 10 or 12 points); have you been awarded this benefit for an ongoing period?

Yes: [ ]

No: [ ] If NO, when is your award of this benefit due to end?

(DD/MM/YYYY): [ ] [ ] [ ] [ ] [ ] [ ] [ ]

If you have ticked one of the above statements (8, 10 or 12 points) for the ‘Moving Around’ descriptor of the Mobility Component of PIP, you must enclose an original letter of entitlement to this benefit issued within the last twelve months.

Please note that we may also check that you are in receipt of this award with the Department for Work and Pensions.

### 2d) People who receive the War Pensioner’s Mobility Supplement

Do you receive the War Pensioner’s Mobility Supplement?

Yes: [ ] No: [ ]

If YES, have you been awarded this benefit indefinitely?

Yes: [ ]

No: [ ] If NO, when is your award of this benefit due to end?

(DD/MM/YYYY): [ ] [ ] [ ] [ ] [ ] [ ] [ ]
If you are in receipt of the War Pensioner’s Mobility Supplement you must enclose an original letter of entitlement to this benefit. You should have an award letter from the Service Personnel and Veterans Agency (SPVA). If you have lost this letter, then the agency can be contacted via the free-phone enquiry number: 0800 169 22 77.

2e) People who receive a benefit under the Armed Forces and Reserve Forces (Compensation) Scheme

Have you received a lump sum benefit under the Armed Forces and Reserve Forces (Compensation) Scheme within tariff levels 1 – 8 (inclusive) and have been certified by the SPVA as having a permanent and substantial disability which causes inability to walk or very considerable difficulty walking?

Yes: ☐ No: ☐

If you are in receipt of the above mentioned award under the Armed Forces and Reserve Forces (Compensation) Scheme, the Service Personnel and Veterans Agency (SPVA) will have issued you with a letter confirming the level of your award and also confirming that you have been assessed as having a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking. You must enclose the original of this letter as proof of entitlement. If you have lost this letter, then the agency can be contacted via the free-phone enquiry number: 0800 169 22 77.

If you have answered “Yes” to any of the questions in Section 2 please go straight to Section 7
Section 3 – Questions for ‘subject to further assessment’ applicants with walking difficulties.

These questions are intended for people who have answered NO to all of the questions in Section 2. Please note that you will only qualify for a Blue Badge under this criterion if you, or the person on whose behalf you are applying, are over two years of age and **have a permanent and substantial disability which means you are unable to walk or you have very considerable difficulty in walking.**

If you are unsure whether these questions apply to you, then please read the guidance notes enclosed with this application form.

Please describe:

- Any medical conditions / disabilities which affect your walking.
- If you know them please state the medical terms for the condition you have been diagnosed with.

<table>
<thead>
<tr>
<th>Surgeries / courses of treatment / specialist clinics:</th>
<th>Dates you received this treatment:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>
What medication do you currently take in relation to the conditions / disabilities you described above?

<table>
<thead>
<tr>
<th>Medication</th>
<th>Dosage</th>
<th>Frequency</th>
</tr>
</thead>
</table>

Are you currently taking any pain relief in relation to the medical conditions / disabilities you mentioned above?

Yes: ☐ No: ☐

If Yes, please explain what you are taking and how frequently you need it:

Are you currently...

(Please tick whichever statements apply to you and provide further details in the space below).

☐ Awaiting surgery in relation to the conditions / disabilities described above?

☐ Recuperating from surgery in relation to the conditions / disabilities described above?

☐ Awaiting treatment for any of the conditions / disabilities described above?

☐ Managing your condition / disability since you have been advised it is not expected to improve any further?

☐ None of the above.

Please give details of the healthcare professionals or specialists (including your GP) who have been treating you in relation to the conditions / disabilities described above:

<table>
<thead>
<tr>
<th>Name</th>
<th>Job title</th>
<th>Hospital / Health Centre</th>
<th>Telephone number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
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<td></td>
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</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Do you anticipate that your conditions / disabilities will improve in the next 3 years? (Tick as appropriate).
Yes: ☐ No: ☐

If you ticked YES, please describe how much you expect your conditions / disabilities to improve.

How do the conditions / disabilities you described above affect your ability to walk?

Please tick whichever of the following statements describe your general walking ability:
(Please tick whichever options apply to you - you can tick more than one box).

- ☐ I am able to walk well, including recreational walks.
- ☐ I am able to walk around the supermarket to do my own shopping.
- ☐ I am able to walk and can use public transport for some of my local trips.
- ☐ I am able to walk, but struggle with longer distances or hills.
- ☐ I am able to walk, but get breathless if I walk for more than a few minutes.
- ☐ I am able to walk, but find it too painful to walk for more than a few minutes.
- ☐ I am able to walk but use a wheelchair for longer trips outside the home.
- ☐ I am able to walk around my home, but am unable to climb the stairs.
- ☐ I am unable to walk at all.
- ☐ Other (please describe below).

Are you able to walk outside without help?
Yes: ☐ No: ☐ (please describe the help you need in the space below...)

28
Where, in your local area, can you comfortably walk to from your home?  
(Please state a specific location or landmark which could be found on a map, e.g. a shop, street address or park).

<table>
<thead>
<tr>
<th>Please tick the box that best describes the way you walk:</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Normal - no specific problems with walking.</td>
</tr>
<tr>
<td>☐ Adequate - for example, you walk with a slight limp.</td>
</tr>
<tr>
<td>☐ Poor - for example, you walk with a heavy limp, a stiff leg or shuffle, or have problems with balance.</td>
</tr>
<tr>
<td>☐ Extremely poor - for example, you drag your leg, stagger, swing through two crutches or need physical support.</td>
</tr>
<tr>
<td>☐ Other.</td>
</tr>
</tbody>
</table>

If there is not a box that describes the way you walk, please tell us in your own words about the way you walk in the space provided below:

<table>
<thead>
<tr>
<th>Do you use any of the following walking aids?</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Please tick whichever options apply to you - you can tick more than one box).</td>
</tr>
<tr>
<td>☐ 1 elbow crutch.</td>
</tr>
<tr>
<td>☐ 1 walking stick.</td>
</tr>
<tr>
<td>☐ Walking frame (Zimmer frame).</td>
</tr>
<tr>
<td>☐ Wheelchair.</td>
</tr>
<tr>
<td>☐ Other (please describe in the space below).</td>
</tr>
</tbody>
</table>
Were your walking aids...
(Please tick whichever options apply to you).

☐ Purchased privately by me.
☐ Prescribed by a healthcare professional.
☐ Provided by Social Services.
☐ Other (please describe below).

How far would you estimate you are able to walk, using any walking aids, before you feel severe discomfort?
(Please state the distance in metres or yards using whichever measure is best for you).

: metres 
: yards

When answering this question please note that:

- The average adult step is just less than one metre, which is 1.1 yards or 3 feet and 4 inches.
- If you walk alongside someone and they take 100 steps you would have walked roughly 90 metres, or 100 yards.
- The average double-decker bus is about 11 metres, or 12 yards, long.
- A tennis court is about 24 metres, or 26 yards, long.
- A full size football pitch is about 100 metres, or 110 yards, long.

Roughly how much time would you estimate it takes you to walk this distance?

: minutes

Are you able to continue walking after a short rest?

Yes: ☐ No: ☐

If you can continue, roughly how long (in minutes) are you able to walk for in total?

: minutes
Please answer ‘Yes’ or ‘No’ to each of the following questions by ticking the relevant box:

Are you troubled by shortness of breath when hurrying on level ground or walking up a slight hill?
Yes: ☐  No: ☐

Do you get short of breath walking with other people of your own age on level ground?
Yes: ☐  No: ☐

Do you have to stop for breath when walking at your own pace on level ground?
Yes: ☐  No: ☐

Do you get too breathless to leave your home, or after dressing?
Yes: ☐  No: ☐

Is there anything else you would like to add that you think is relevant in support of your application for a Blue Badge?
Section 4 – Questions for ‘subject to further assessment’ applicants with a disability in both arms.

These questions are intended for people who **drive a vehicle regularly, have a severe disability in both arms and are unable to operate, or have considerable difficulty in operating, parking meters.**

If you are unsure whether these questions apply to you, then please read the guidance notes enclosed with this application form.

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do you drive regularly?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you have a severe disability in both arms?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Please describe your medical condition / disability:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Are you unable to operate, or have considerable difficulty operating a parking meter or pay and display machine due to your upper limb disability?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If yes, please describe the difficulties you have with operating parking meters and pay and display machines:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Do you drive a specially adapted vehicle?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If yes, please describe how the vehicle has been adapted for you, and enclose a copy of your insurance details verifying this adaptation:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### Section 5 – Questions for ‘subject to further assessment’ applicants under the age of three.

These questions are intended for children under the age of three who may be eligible for a Blue Badge because:

- They have a condition requiring the transportation of bulky medical equipment at all times; or
- They must always be kept near a motor vehicle on account of a condition so that they can, if necessary, be treated for that condition in the vehicle or taken quickly in the vehicle to a place where they can be so treated.

If you are unsure whether these questions apply to your child, then please read the guidance notes enclosed with this application form.

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you applying on behalf of a child under the age of three who has a condition requiring transportation of bulky medical equipment at all times?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If YES, please state what type of equipment is required:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Question</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Are you applying on behalf of a child under the age of three that suffers from a condition that requires that they must be always kept near a motor vehicle so that they can, if necessary, be treated for that condition on the vehicle or be taken quickly in the vehicle to a place where they can be treated?</td>
<td></td>
<td></td>
</tr>
<tr>
<td>If YES, please describe the child’s medical condition:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If you have answered yes to either of the questions above please enclose a letter from a healthcare professional that has been involved in your child’s treatment (for example your GP or paediatrician) giving details of the child’s medical condition and the type of medical equipment they need, or provide the healthcare professional’s contact details below:
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. Please see Section 6 of the accompanying guidance notes 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:

Organisational logo
You need to supply the company logo of your organisation if you are applying for an organisational badge. Please see Section 6 of the guidance notes for more information.

Does your organisation care for disabled people who would themselves qualify for an individual Blue Badge?  
See Section 6 of the 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:

<table>
<thead>
<tr>
<th>Type of vehicle</th>
<th>Vehicle Registration Number</th>
<th>Frequency used to transport disabled people</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

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:

<table>
<thead>
<tr>
<th>How often do you envisage your organisation will use the Blue Badge?</th>
</tr>
</thead>
</table>

If you already have an organisational Blue Badge:

<table>
<thead>
<tr>
<th>What is the serial number on the current badge(s)?</th>
<th>What is the expiry date of the current badge(s)?</th>
</tr>
</thead>
</table>

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** (where applicable).

*The local authority will need to insert details of local payment options for successful Blue Badge applicants, where the fee is collected.*

See Section 1 of the accompanying guidance notes.

**Payment will only be taken if your organisation's application for a Blue Badge is successful. Your organisation will only be issued with a Blue Badge once your payment has been received.**
## Section 7 – Declarations and signatures.

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

### 7a) 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.

All documents relating to this application will be dealt with in line with the Data Protection Act 1998 and may be shared within the local authority, with other local authorities, the police and parking enforcement officers to detect and prevent fraud. Any medical information that you have supplied to support this application is deemed, under the Data Protection Act, to be “sensitive personal data” and 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 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 confirm that the photographs I have submitted with my application are a true likeness.

- 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.

### Declarations to be completed by all ‘subject to further assessment’ individual applicants (i.e. people who have completed Sections 3, 4 or 5)

- I understand that the local authority may need to contact an accredited healthcare professional for the purpose of obtaining further information in support of my application.

- I understand that I may be required to undertake an assessment with a healthcare professional who is independent of my existing care and treatment in order to determine my eligibility for a Blue Badge.
### 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 understand that, if the application is successful, the badge(s) must only be used when transporting disabled people and that the organisation must use the badge(s) in accordance with the rules of the scheme.

### 7b) Your consent to use your information to improve the service you receive

Please read and tick the following optional declarations that you consent to. Ticking these boxes will help to improve the service we can offer you.

- I consent to the local authority checking any information already held by the local authority’s Social Services department on the basis that:
  - It can help determine my eligibility for a Blue Badge;
  - It may speed up the processing of my application;
  - It may enable a decision to be made without the need for a mobility assessment.

- I agree to the disclosure of the information included in this form to other local authority departments/service providers so that I can be informed about other local authority services that may be of benefit to me.

### 7c) Checklist of documents you may 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.

#### Section 1 – Information about you

- Proof of your address, dated within the last 12 months. (if you have not given consent for us to check Council Tax / electoral register / school records).
- A certified copy of proof of your identity.
- A passport standard photograph of the applicant with their name on the back.

#### Section 2a – People who are severely sight impaired

- A copy of your ophthalmologists report / CVI / BD8 form (if you have not given us consent to check the blind register).

#### Section 2b – People who received the Higher Rate of the Mobility Component of Disability Living Allowance

- An original letter of entitlement for the Higher Rate of the Mobility Component of Disability Living Allowance issued within the last 12 months or your original annual uprating letter.

#### Section 2c – People who meet a ‘Moving Around’ descriptor for the Mobility Component of Personal Independence Payment (PIP)

- An original Personal Independence Payment decision letter issued within the last 12 months.
<table>
<thead>
<tr>
<th>Section 2d – People who receive the War Pensioner’s Mobility Supplement</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ An original letter of entitlement for the War Pensioner’s Mobility Supplement.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section 2e – People who receive an award under the Armed Forces and Reserve Forces (Compensation) Scheme</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ An original award letter confirming receipt of tariffs 1-8 under the Armed Forces and Reserve Forces (Compensation) Scheme, which also certifies that you have a permanent and substantial disability which causes inability to walk or very considerable difficulty walking.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section 4 – Drivers with a disability in both arms</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ A copy of your insurance details if you drive a specially adapted vehicle.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section 5 – Children under the age of three</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ A letter from a healthcare professional that has been involved in the child’s treatment, giving details of medical condition and type of medical equipment needed.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section 6 – Organisational Badge</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ A photocopy of the tax discs for any vehicles registered under the Disabled Passenger Vehicle (DPV) class.</td>
</tr>
</tbody>
</table>

| ☐ Your organisation’s logo. |

<table>
<thead>
<tr>
<th>7d) Your signature against the declarations that you have ticked in section 7a and 7b</th>
</tr>
</thead>
<tbody>
<tr>
<td>Your signature:</td>
</tr>
<tr>
<td>Date of application: (DD/MM/YYYY): ☐ ☐ ☐ / ☐ ☐ ☐ / ☐ ☐ ☐ ☐</td>
</tr>
<tr>
<td>Please print your name here:</td>
</tr>
</tbody>
</table>
What sections of the application form should I complete?

All individual applicants should complete Section 1 and Section 7.

Individual applicants will also need to complete:

- Section 2 if they receive the Higher Rate of the Mobility Component of Disability Living Allowance.
- Section 2 if they receive a ‘Moving Around’ descriptor for the Mobility Component of Personal Independence Payment (PIP).
- Section 2 if they are registered blind (severely sight impaired), or if they wish to be registered blind and have a Certificate of Vision Impairment (CVI) signed by a Consultant Ophthalmologist which states that they are severely sight impaired (blind).
- Section 2 if they receive the War Pensioner’s Mobility Supplement.
- Section 2 if they receive the Armed Forces and Reserve Forces (Compensation) Scheme within tariff levels 1-8 (inclusive).
- Section 3 if they have a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking.
- Section 4 if they are a driver who has a severe disability in both arms and is unable to operate, or has considerable difficulty operating, all or some types of on-street parking equipment.
- Section 5 if the applicant is a child under the age of 3 who must be accompanied by bulky medical equipment or who needs to be kept near a vehicle at all times, either for treatment, or for transportation to a location where treatment can be performed.

Organisational applicants should complete Section 6 and Section 7 only.

Section 1 - Information about you

This section should be completed by all individual applicants for a Blue Badge. It does not need to be completed if you are applying for an Organisational Blue Badge. All fields should be filled in.

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.
Proof of your identity and address

Identity:
A certified photocopy of one of the following must be submitted with your application:
your birth/adoption certificate, marriage/divorce certificate, civil partnership/dissolution certificate,
valid driving licence or passport.

A certified copy is a photocopy of a document that has been verified as being true by a person
who holds a certain position of responsibility. The following persons are accepted as being able
to verify your true likeness for the purposes of providing proof of identity:

- [The authority should add here a list of the persons they would accept as a certifying person.]

The individual certifying the documents should include the text: “This copy is a true likeness of
the original” alongside their signature. They should also print their name and occupation
alongside this information.

Address:
Proof of address should be in the form of an original Council Tax bill bearing your name and
address. The original must be submitted with your application and will be returned at the end of
the application process.

You will not need to submit your Council Tax bill if you have ticked the appropriate box in
Section 1, which gives your consent for the local authority to check your address on their Council
Tax records or electoral register.

If you are completing the application form on behalf of someone under the age of 16, you should
give your consent for the local authority to check school records to confirm their address.

Blue Badge Issue Fee

[The local authority should add information about local arrangements for payment of the badge
issue fee (where levied)]

Your local authority will only issue successful applicants with a Blue Badge once payment of the
required fee has been received.

Other information

You should also provide the Vehicle Registration Numbers of the three vehicles in which you are
most likely to use a Blue Badge if your application is successful. This information helps local
authorities with their enforcement of the Blue Badge scheme rules, but please note that you can
use a Blue Badge in other vehicles too.
Photograph

The Blue Badge will include a digital photograph which will form part of the badge design. The digital photograph will also be stored on the national database for identification and enforcement purposes.

You should supply one passport-sized and passport standard photograph clearly showing your full face so that you can be easily identified.

The requirements for a photograph on the badge are set out in the Disabled Persons (Badges for Motor Vehicles) (England) (Amendment) No. 2 Regulations 2011 and follow closely the recommendations for passport photographs: https://www.gov.uk/photos-for-passports

The photograph must be a close-up, digital photograph of the head and shoulders of the badge holder. The photograph shall have a strong definition between face and background and shall be:

i. in colour;
ii. 45 millimetres in height and 35 millimetres in width (passport size);
iii. taken:
   a. within the month prior to the date of the application;
   b. against a light grey or cream background
iv. undamaged;
v. free from 'red eye', shadows, reflection or glare from spectacles;
vi. of the full head of the holder (without any other person visible or any covering, unless it is worn for religious beliefs or medical reasons):
   a. facing forward;
   b. with nothing covering the face;
   c. looking straight at the camera;
   d. with a neutral expression and mouth closed;
   e. with eyes open and clearly visible (without sunglasses or tinted spectacles and without hair or spectacle frames obscuring the eyes);
vii. in sharp focus and clear;
viii. printed professionally or in digital format;
ix. a true likeness, without amendment

Section 2 – Questions for ‘without further assessment’ applicants

You will be automatically eligible for a badge if you are more than two years old, can satisfy residency and identity checks, and meet at least one of the eligibility criteria in Section 2. You will need to provide the appropriate documentation to prove eligibility under one of the criteria. An example of proof of entitlement is proof of payment of the allowance. Any documents sent in as proof of entitlement will be returned to the applicant as quickly as possible, once they are no longer needed by the local authority.

Section 2a
Please complete this section if you are registered as severely sight impaired (blind). You are asked to state the name of the local authority or borough with which you are registered. In many cases, you will be registered with the same authority to which the application for a badge is being made. If this is not the case, local authorities will check with the named authority that you are registered as severely sight impaired (blind).
The current formal notification required to register as severely sight impaired (blind) is a Certificate of Vision Impairment (CVI), signed by a Consultant Ophthalmologist, which states that you are severely sight impaired (blind). However, registration is voluntary.

**Section 2b**
Please complete this section if you receive the Higher Rate of the Mobility Component of Disability Living Allowance (HRMCDLA). You will have had an award notice letter from the Department for Work and Pensions (DWP). You will also have been sent an annual uprating letter stating your entitlement. This uprating letter can be used as proof of receipt of HRMCDLA if your award letter is more than 12 months old. If you have lost your HRMCDLA award letter or your uprating letter, then please contact the PDCS for a current award letter by:

- Telephone: 08457 123 456
- Textphone: 08457 22 44 33

This helpline is open from 8am to 6pm Monday to Friday, and further details can be found online at: [https://www.gov.uk/dla-disability-living-allowance-benefit/what-youll-get](https://www.gov.uk/dla-disability-living-allowance-benefit/what-youll-get)

**Section 2c**
Please complete this section if you receive a Personal Independence Payment (PIP) and your decision letter states that you meet one of the following ‘Moving Around’ descriptors within the Mobility Component:

- You can stand and then move unaided more than 20 metres but no more than 50 metres. (8 points)
- You can stand and then move using an aid or appliance more than 20 metres but no more than 50 metres. (10 points)
- You can stand and then move more than 1 metre but no more than 20 metres. (12 points)
- You cannot stand or move more than 1 metre. (12 points)

Your decision letter can be used as proof of receipt of the relevant PIP award. If you have lost your PIP decision letter, then please contact DWP for a PIP decision letter by:

- Telephone: 0845 850 3322
- Textphone: 0845 601 6677

This helpline is open from 8am to 6pm Monday to Friday, and further details can be found online at: [https://www.gov.uk/pip](https://www.gov.uk/pip)

**Section 2d**
Please complete this section if you receive a War Pensioner’s Mobility Supplement (WPMS). You should have an official letter from the Service Personnel and Veterans Agency demonstrating receipt of the grant. You must enclose the original of this letter as proof of entitlement.

If you have lost this letter, then the agency can be contacted via the free-phone enquiry number: 0800 169 22 77.
Section 2e
Please complete this section if you receive a lump sum benefit under the Armed Forces and Reserve Forces (Compensation) Scheme within tariff levels 1-8 (inclusive) and have been assessed and certified by the Service Personnel and Veterans Agency as having a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking. You will have been issued with a letter from the Service Personnel and Veterans Agency confirming the level of your award and also confirming that you have been assessed as having a permanent and substantial disability which causes inability to walk or very considerable difficulty in walking. You must enclose the original of this letter as proof of entitlement.

If you have lost this letter, then the agency can be contacted via the free-phone enquiry number: 0800 169 22 77.

Section 3 – Questions for ‘subject to further assessment’ applicants with walking difficulties

Section 3 is to be completed if the questions in Section 2 do not apply to you and if you have a permanent and substantial disability which means you cannot walk or which means that you have very considerable difficulty walking. A permanent disability is one that is likely to last for the duration of your life. Medical conditions such as asthma, autism, psychological / behavioural problems, Crohn’s disease / incontinent conditions and Myalgic Encephalomyelitis (M.E.) are not in themselves a qualification for a badge. People with these conditions may be eligible under this criterion, but only if they are unable to walk or have very considerable difficulty in walking, in addition to their condition.

You are asked to describe the nature of your disability and give an estimate of the maximum distance that you can walk without assistance from another person or severe discomfort. It can be difficult to accurately work out the distance you can walk. There are several things that can help you:

- Ask someone to walk with you and pace the distance you walk.
- The average adult step is just under 1 metre. For example, if the person walking with you took 100 steps, you would have walked about 90 metres (or 100 yards).
- The average double-decker bus is about 11 metres (or 12 yards) long.
- A full-size football pitch is about 100 metres (or 110 yards) long.

If you still find it difficult to work out the distance you can walk in metres, please tell us:

- The number of steps you can take, and how long, in minutes, it would take you to walk this distance.
- About your walking speed.
- The way that you walk, for example, shuffling or small steps etc.

Your local authority may ask you to have a mobility assessment with a medical professional, such as a physiotherapist or occupational therapist, in order to determine whether you meet the eligibility criteria. You may have had a mobility assessment in the last 12 months which covered your walking ability and you can give details of this in the final box of Section 3.
Section 4 – Questions for ‘subject to further assessment’ applicants with disabilities in both arms

Section 4 should be completed by applicants who have a severe disability in both arms. You will need to show that you drive a vehicle regularly, that you have a severe disability in both arms and that you are unable to operate, or have considerable difficulty operating, all or some types of on-street parking equipment. You will need to satisfy all three conditions above in order to obtain a badge. Local authorities may make arrangements to meet applicants applying under this criterion.

Section 5 – Questions for ‘subject to further assessment’ applicants under the age of three

Section 5 should be completed on behalf of:

- children under three years of age who have a medical condition which means that they must always be accompanied by bulky medical equipment which cannot be carried around with the child without great difficulty; or
- children under three years of age who have a medical condition which means that they need to be kept near a vehicle at all times, either for treatment, or for transportation to a location where treatment can be performed.

A parent or guardian must apply on behalf of a child under the age of three.

The list of bulky medical equipment referred to above may include:

- ventilators;
- suction machines;
- feed pumps;
- parenteral equipment;
- syringe drivers;
- oxygen administration equipment;
- continuous oxygen saturation monitoring equipment; and
- casts and associated medical equipment for the correction of hip dysplasia.

A local authority may issue a badge if the equipment is always needed and cannot be carried without great difficulty.

Examples of highly unstable medical conditions that mean children who have them may need quick access to transport to hospital or home are:

- tracheostomies;
- severe epilepsy/fitting;
- highly unstable diabetes; and
- terminal illnesses that prevent children from spending any more than brief moments outside and who need a quick route home.

Please note that the above lists are not exhaustive, to allow for new advances in technology and treatment equipment.
Section 6 – Organisational badges

Please complete this section if you are representing an organisation applying for an organisational badge. 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. An eligible disabled person is defined as a person who is over two years old and:

- receives the Higher Rate of the Mobility Component of Disability Living Allowance; or
- receives a PIP award because they cannot walk more than 50 meters (i.e. score 8 points or more under the ‘Moving Around’ Mobility Component); 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 (e.g. Social Services Department) 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.
You will be asked to supply the company logo of your organisation if you are applying for an organisational badge. The criteria for these are largely the same as those for photo on individuals’ badges.

- Images can be in colour or black + white (in accordance with the company logo).
- The permitted image format is .JPG or .GIF
- The maximum size of the image is 200kb.
- The dimensions of the logo/image on the badge will be 274 pixels (wide) x 354 pixels (high) @ 200dpi (depth of pixels per inch).

This equates to 1.37 inches (wide) by 1.77 inches (high) or 35mm (wide) by 45mm (high).

Section 7 – Declarations and signatures

Section 7a): 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 7b): You may wish to tick the optional declarations in order to speed up your application and improve the service you receive from your local authority. In doing so, you will be providing specific consent to your authority to allow them to share information about you with relevant departments and service providers within the authority.

Section 7c): 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 https://www.gov.uk/government/publications/the-blue-badge-scheme-rights-and-responsibilities-in-england