

Blue Badge Scheme – notes for use by applicants completing an application form (form SS4/5)

The application form for a Blue Badge (Form SS4/5) reflects all the criteria under which people may qualify for a badge. These notes are for the use of applicants in completing application forms.

Section A - Personal details

This asks for your personal details including name, date of birth, National Insurance number, address, telephone number and email address (where applicable) and as many fields as possible should be filled in. This will ask you to provide proof of identity and address. There is a subsection for those seeking to renew previously issued badges. The expiry date should be in the relatively near future, and two badges will not be valid for one applicant at the same time.

Section B - Eligible without further assessment

You will be eligible for a badge without further assessment if you are more than two years old and meet at least one of the eligibility criteria in **Section B**. 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.

Section B1: for registered severely sight impaired (blind) people – asks you to state the name of the local authority or borough with which you are registered. In England and Wales, you should state the county, metropolitan district or London borough councils. In Scotland you should indicate the regional or island council. 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 formal notification required to register as severely sight impaired (blind) is a Certificate of Vision Impairment (CVI), signed by a Consultant Ophthalmologist. However, registration is voluntary.

Section B 2: for those who receive the Higher Rate Mobility Component of the Disability Living Allowance (HRMCDLA). An applicant receiving HRMCDLA will have had an award notice letter from the Disability and Carers Service (DCS) or a vehicle with excise duty exemption. If you have lost this the DCS can provide another copy.

Section B 3: for those who receive a War Pensioners Mobility Supplement (WPMS). An applicant receiving WPMS will have an official letter from the Service Personnel and Veterans Agency demonstrating receipt of the grant. 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 issuing authority.

Section C - Eligible subject to further assessment. (Assessed eligibility criteria)

Section C1: is for applicants over the age of two, with a severe disability affecting both arms. You should be a driver in the car, and satisfy all three conditions in order to obtain a badge i.e. drive regularly; have a severe disability in both arms and are unable, or find it hard, to use parking meters. Local authorities may make arrangements to meet applicants.

Section C2: is to be completed if you have a permanent and substantial disability (i.e. a condition that is likely to last at least three years), which means you cannot walk or which makes walking very difficult. People with a behavioural or psychological disorder will not normally qualify unless their impairment causes very considerable difficulty in walking all the time. Applicants are asked to describe the nature of their disability and give an estimate of the maximum distance they can walk without assistance or severe discomfort. We understand how difficult it can be 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 one metre. For example, if the person walking with you took 100 steps, you would have walked about 90 metres. A size 9 shoe is about a third of a metre. The average double-decker bus is about 11 metres long. A full-size football pitch is about 100 metres long.

We ask you to provide details of a medical professional that can be contacted in order to assess your mobility.

Section C3: is to be completed if you are applying on behalf of a child under two years. A list of the bulky medical equipment referred to in C3a, can be found in the Department of Transport booklet 'Can I get a Blue Badge?' ref T/INF/1213.

Section D - Driver/passenger status

In this section you should state whether you will be a driver or passenger, as well as the registration number of the main vehicle in which the badge will be used; although the badge can be used in any vehicle in which you are travelling.

Declaration

All applicants **MUST** sign and date the form