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 LEICESTER LE3 8ST
 Telephone: 0116 305 0001
 Web: www.leicestershire.gov.uk
 Contact: <https://www.leicestershire.gov.uk/contact-information>
 Alternatively, scan our QR code to reach our contact form



Blue Badge Application Form for Organisations

Please complete all relevant sections of the application form and supply the appropriate documents. 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 your organisation meets the eligibility criteria.

Organisational badges are 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 an 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.

Name of organisation:	
Main contact name:	
Address:	
Postcode:	
Telephone number:	
Email address:	
Please enclose a copy of your company logo for inclusion on the badge or badges issued to you. This can be sent electronically – please contact the Customer Services Centre for details.	
Charity number (if applicable)	

Blue Badges for Organisations

Blue Badges help eligible disabled people with severe mobility problems access goods and services, by allowing them to park closer to their destination.

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

An organisational badge may be issued to an organisation for use in a motor vehicle or vehicles when the vehicle or vehicles are to be used to carry disabled people who would themselves be eligible for a badge as specified in Section 4(2) of the Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000.

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.

An organisation applying for a Blue Badge:

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

An organisation may apply for more one than one badge using this form, depending on the number of vehicles that are in use for transporting disabled people. All vehicles should be registered against the badge.

Blue Badge eligibility criteria

Individuals over the age of three who would qualify in their own right, would meet one of the following criteria:

- Be in receipt of a restricted list of qualifying benefits
- Be registered blind/severely sight impaired (partially sighted and sight impaired do not automatically qualify)
- Be certified by an expert assessor as having an enduring and substantial disability which causes them, during the course of a journey, to:
 - Be unable to walk (that is, to "put one foot in front of the other")
 - Experience very considerable difficulty whilst walking, which may include very considerable psychological distress; or
 - Be at risk of serious harm when walking; or pose, when walking, a risk of serious harm to any other person.

(where "the course of a journey" means getting the person from the vehicle to the destination, not about any difficulties whilst travelling in the vehicle).

Children under the age of three who would qualify in their own right, would meet one of the following criteria:

- 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.

Which of the following group(s) of people does your organisation care for? Please tick all the boxes that apply.

- Registered blind/severely sight impaired (please note that partially sighted and sight impaired do not automatically qualify)
- In receipt of Higher Rate Mobility Component of Disability Living Allowance (DLA)
- In receipt of 8 points or more for the Moving Around activity of Personal Independence Payment (PIP) only
- In receipt of 10 points for the Planning and Following Journeys activity of Personal Independence Payment (PIP) where there is a descriptor of “You cannot undertake any journey because it would cause overwhelming psychological distress to you” **ONLY** (12 points for the Planning and Following Journeys activity of Personal Independence Payment (PIP) **does not** determine eligibility, **nor does** 10 points for the Planning and Following Journeys activity where there is a descriptor of “You cannot follow the route of an unfamiliar journey without another person, assistance dog or orientation aid”)
- In receipt of War Pensioners’ Mobility Supplement
- In receipt of a lump sum under the Armed Forces Compensation Scheme tariff 1-8 and been assessed as having a permanent disability that means they can’t walk or have considerable difficulty in walking
- Children under the age of three who have a medical condition that means they must always be accompanied by bulky medical equipment which cannot be carried around with the child/children without great difficulty or that the child/children 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/children can be taken quickly in the vehicle to a place where such treatment can be given
- Be certified by an expert assessor as having an **enduring and substantial** disability which causes them, during the course of a journey, to:
 - Be unable to walk (that is, to “put one foot in front of the other”)
 - Experience **very considerable** difficulty whilst walking, which may include **very considerable** psychological distress; or
 - Be at risk of **serious harm** when walking; or pose, when walking, a risk of **serious harm** to any other person.

(where “the course of a journey” means getting the person from the vehicle to the destination, not about any difficulties whilst travelling in the vehicle).

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:

How many disabled people who would qualify for a Blue Badge in their own right, are in the care of your organisation? (If you are part of a national organisation, please answer on behalf of your local branch only)

: 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 notes)?

: people

Why do you (your organisation) believe you need an organisational badge rather than using individual Blue Badges of people in your care?

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

Overall, how often do you envisage your organisation will use the Blue Badge(s)?

Daily Weekly Fortnightly Monthly Less than once a month

How many Blue 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)

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 likely to be used to transport disabled people:

Vehicle Registration Number	Make and Model	Who is this vehicle owned by?	Is this vehicle being <u>solely</u> used for the purpose of carrying disabled people? (Yes/No)	How often do you use/intend to use <u>this</u> vehicle to transport people who are eligible for a Blue Badge?

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

Yes: No:

If YES, please give details:

If any of your vehicles are adapted to help disabled people, please give details of the adaptations:

If you already have an organisational Blue Badge:

What is/are the serial number(s) on the current badge(s)?

What is/are the expiry date(s) of the current badge(s)?

Declarations and signature

- 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 the organisation with a Blue Badge.
- Providing fraudulent information may result in prosecution and a fine.

General Data Protection Regulation (GDPR) statement

All documents relating to this application will be dealt with in line with the General Data Protection Regulation 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 General Data Protection Regulation, 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. The information may be checked against information already held by the local authority in order to help determine your organisation’s eligibility and to speed up your application. For further information on how this data will be processed, please see the Fair Processing Notices on our website at: www.leicestershire.gov.uk/about-the-council/data-protection-and-privacy/fair-processing-notices.

- I confirm that I have the appropriate level of responsibility within the organisation to apply for a Blue Badge on behalf of the organisation
- I confirm that, as far as I know, the details I have provided are complete and accurate.
- I confirm that I have read and understood the rules for using a Blue Badge
- 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 as set out in the ‘Blue Badge scheme rights and responsibilities’ leaflet which will be sent with the badge.
- I will inform Leicestershire County Council about any changes that may affect the eligibility of the organisation, including changes to the name and address of the organisation, the vehicles being used by the organisation, the types of disabilities that the people you care for may have, the closure or takeover of the organisation
- I will communicate clearly to all employees of the organisation who will be using the badge that they must only use the badge for the purposes of transporting disabled people 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 themselves eligible for a badge they could face a fine of up to £1,000.**

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:	

Badge issue fee:

- There is a fee of £10 for the issue of a Blue Badge.
- Payment will only be taken if your application for a Blue Badge is successful. Do not enclose payment with this form. We will contact you for payment if your application is successful.
- You will only be issued with a Blue Badge once your payment has been received.

Please send your completed application to:

Blue Badge Applications
Customer Service Centre
County Hall
Glenfield
LEICESTER
LE3 8ST