

# Concessionary Fares Scheme

## National Bus Pass Application for People of Eligible Age 2019-2020

West Berkshire Council  
 Concessionary Fares Team  
 Council Offices,  
 Market Street,  
 Newbury, RG14 5LD  
 Telephone No: 01635 519394  
 email: transport@westberks.gov.uk  
 www.westberks.gov.uk/concessionaryfares

### Change to the age of eligibility for National Bus Pass

A person is entitled to concessionary bus travel when they reach the eligible age, which is:

- If you were born before 06 March 1954 you are now eligible to receive your National Off-Peak Bus Pass.
- If you were born on or after 06 March 1954, the eligible age for both women and men is the state pensionable age of a woman. To check your state pensionable age see the calculator on the Government website (<https://www.gov.uk/calculate-state-pension>) or email the Concessionary Fares Team on transport@westberks.gov.uk

**Please note the earliest you can apply for your bus pass is ten days prior to your eligible age.**

Privacy Notice: To find out how we use the data you give us on this form visit [www.westberks.gov.uk/pnconcessionaryfares](http://www.westberks.gov.uk/pnconcessionaryfares)

### Your Details

Please use **BLOCK CAPITALS** and **Black Ink**

Mark check boxes with a

Title: Mr  Mrs  Miss  Ms  Other

First Name

Middle Name(s)

Surname

House / Flat No. / House Name

Address

Post Code

Telephone No.

Email Address

Date of Birth DD MM YYYY

Gender Male  Female  Prefer not to say

### Documentation required to support application

Applicants are required to provide proof of age, proof of a permanent address within West Berkshire and one colour passport size photograph.

Please see and mark relevant boxes overleaf.

**Proof of Age, Proof of Residence and Photograph**

Mark check boxes with a

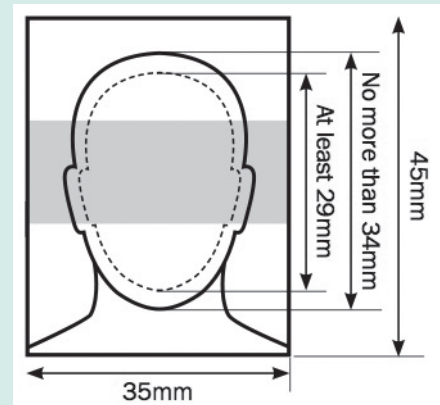
Please mark boxes and enclose a **photocopy only** of the up to date documents (less than one year old) you will be supplying for proof of permanent residency and proof of age. One from each category will suffice. (A driving licence can be used as proof of age or proof of residence, not both).

- Proof of Residence:**
- Council Tax
  - Bank Statement
  - Utility Bill
  - Driving Licence

- Proof of Age:**
- Passport
  - Birth Certificate (if name unchanged)
  - Pension Entitlement Letter
  - Driving Licence
  - NHS Medical Card

**Photograph:**  One recent colour photograph to passport standards

Photograph must be:  
 a true likeness; showing your full face;  
 facing forwards; without a hat;  
**taken against a plain pale background**  
**and be to passport standards**  
 sizes shown in diagram →



**Declaration** (this must be completed)

Providing false information in order to obtain a Travel Concession is an offence and may result in criminal prosecution. I confirm that the above information is correct and I apply for a Travel Concession.

I hereby declare that I have not previously made an application for a travel concession for the period 01 April 2019 to 31 March 2020.

I agree to abide by the conditions of use as specified by West Berkshire Council see [www.westberks.gov.uk/concessionaryfares](http://www.westberks.gov.uk/concessionaryfares) and that I will return my concessionary bus pass if I permanently move from West Berkshire or notify if I have changed address within West Berkshire.

**Signature of Applicant:**

(or proxy for sight impaired applicants or carer/power of attorney, as appropriate)

Date:

**Completed application forms should be sent to:**

Concessionary Fares Team, West Berkshire Council, Council Offices, Market Street, Newbury, Berkshire, RG14 5LD.

It takes 10 working days to process your application. Your new bus pass will then be sent by second class post. If you have not sent the correct documentation we will contact you.

**If you change address or intend to move out of West Berkshire then please let the Concessionary Fares Team know on: 01635 519394 or email: [transport@westberks.gov.uk](mailto:transport@westberks.gov.uk).**

**Office Use Only**

Date entered on system: ..... Initials: .....

Customer reference no: .....