

# Taxicard Application Form



## 1. Information about the applicant

**Title:** (Mr, Mrs, Miss, Ms, other):

**First Name:**

**Surname:**

**Gender:** Male      Female      **Date of Birth** (DD/MM/YYYY):

**Address:**

**Town:**      **Postcode:**

**Contact Number:**      **Email:**

## 2. Blue Badge disabled persons parking scheme

Do you currently hold a Blue Badge? **Yes**      **No**

**If "Yes" please complete the following:**

What is the number on the badge?

What is the expiry date of the badge? (DD/MM/YYYY):

Are you a driver?      **Yes**      **No**      Or Passenger?      **Yes**      **No**      Or both?      **Yes**      **No**

## 3. Taxicard

Do you currently hold a Taxicard? **Yes**      **No**

If "**Yes**" what is the is the number on the badge:

## 3. Proof of Identity

**You must provide one example of proof of Identity.**

*(These should be photocopies. Please do not send originals as these cannot be returned to you).*

Copy of Valid Driving Licence

Copy of current Passport

Copy Birth Certificate/ Adoption Certificate

Copy of Civil Partnership/Dissolution Certificate

## 4. Proof of Residence

**You must provide one example of proof of Residence.**

*(These should be photocopies. Please do not send originals as these cannot be returned to you).*

Copy of current Council Tax Bill/Letter *(dated in the last 12 months)*

Copy of utility bill/letter e.g. gas, electricity, phone or bank/Post Office *(dated in the last 12 months)*

## 5. Photograph

Please enclose one colour Passport Size Photograph taken within the last 12 months (you can also send a smart phone image).

## 6a. Your Health

Please describe any medical conditions/disabilities which affect your walking (please state the medical terms for the condition/s):

## 6b. Your Mobility

Are you able to use public transport? **Yes** **No**

If “Yes” please complete the following:

All the time	Sometimes	If sometimes, how often?
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Do you require assistance? **Yes** **No**

If “Yes” please complete the following:

All the time	Sometimes	If sometimes, how often?
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Do you use any of the following walking aids:

Crutch/s	Walking stick/s	Walking Frame	Rollator
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Wheelchair	Other (Please describe):
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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)

<b>Metres:</b>	<b>Yards:</b>
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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.

## 7. Declaration

By ticking this, I confirm that the information provided is accurate.

By ticking this, I understand that I may be required to undertake an assessment with a healthcare professional who is independent in order to determine my eligibility for a taxi card.

By ticking this, I consent to East Lothian Council checking any information already held by other East Lothian Council departments on the basis that:

- ❖ It can help determine my eligibility for a Taxi Card;
- ❖ It may speed up the processing of my application;
- ❖ It may enable a decision to be made without the need for a mobility assessment.

<b>Name:</b>	<b>Date:</b>
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## 7. Summary Privacy Statement

East Lothian Council is committed to safeguarding your personal information. Our privacy statement reflects current principles and standards on handling personal information.

### 1. Purposes for collecting personal information

We use personal information for the following purposes only:

- ❖ to communicate with customers, other services within East Lothian Council and outside contractors i.e. Taxi operators
- ❖ to fulfill your requests for services or information
- ❖ for administration purposes
- ❖ to comply with any applicable law, regulation, legal process or government request

### 2. Limiting the Collection of Personal Information

- ❖ ELC limits its collection of personal information to only that information which is necessary for the identified purposes
- ❖ we will keep your personal data in line with our data retention policy, called a Retention Schedule  
More information can be found in our main Privacy Statement at [www.eastlothian.gov.uk/taxicards](http://www.eastlothian.gov.uk/taxicards)