

Ask for: Transportation Section
Ext: 4033
Direct Dial: 01702 318189
Email: transportation@rochford.gov.uk

My Ref:
Your Ref:

Dear Sir or Madam:

Application for Rochford District Council Taxi Vouchers.

Thank you for your recent enquiry regarding the above scheme. If you wish to apply for Taxi Vouchers, please follow the instructions shown below and **read the application form thoroughly.**

1. Obtain two photographs of passport size (approx 1½ in x 2 in or 3cm x 4cm). You will not be required to provide a photograph at future renewals unless your identification card is lost or the photograph no longer represents a true likeness.
2. Please write your name on the back of the photograph.
3. Enter your name, address, date of birth and a contact telephone number.
4. Sign and date the admission criteria box which relates to your claim for taxi vouchers. Please tick the box to certify that you have enclosed proof of entitlement.
5. **Ensure that you have enclosed proof of entitlement as vouchers will not be issued if this is not enclosed. (Full details on application form).**
6. **Enclose your annual payment in the sum of £7.00 Please send a cheque or postal order. Do not send any cash through the post. Cheques to be made payable to Rochford District Council.**
7. You will not be entitled to Taxi Vouchers if you hold a valid Rochford District Council bus pass, unless you return it with this application.
8. Return the completed form to Rochford District Council, 7 South Street, Rochford, Essex SS4 1BW. If you have any queries, please do not hesitate to contact the office, where a member of staff will be pleased to assist you.

Yours sincerely
J Crawford
Transportation Manager

In Partnership with



Essex County Council



INVESTOR IN PEOPLE

APPLICATION FOR ROCHFORD DISTRICT COUNCIL TAXI VOUCHERS

Title (Mr. Mrs etc.) Surname Forenames Address Postcode		Date of Birth		
		Day	Month	Year
		Telephone:		

Certificates and Declarations

I undertake to surrender the vouchers to the Council, if any changes in my circumstances render me ineligible for the concession. **WARNING:** To give false information may result in prosecution under the Theft Act 1978.

Declaration to be signed by the applicant for Taxi Vouchers				
Type	Admission Criteria	Date	Signature of Applicant	Proof Enclosed (Please Tick)
1	Persons who are in receipt of Attendance Allowance (Higher Level)			
2	Persons who are in receipt of Disability Living Allowance (Mobility Component)			
3	Persons who are in receipt of War Pension (Mobility Supplement)			
4	Persons who are blind or partially sighted			

Proof Required

For categories 1,2 & 3 a **copy** of your entitlement letter or pension book is required. If you are unable to send a copy through the post please visit the Council Offices in Rochford or the Civic Suite in Rayleigh where an authorised Officer will **copy** the documents for you. For category 4 please send a **copy** of your registration letter or a letter from your doctor confirming your circumstances.

N.B. Do not send your pension book through the post as the Council cannot accept responsibility for any losses in the Post.

If you require permanent use of a wheelchair please tick this box.

Declaration

I declare that I am unable to use conventional public transport and that I do not own any vehicle other than a personal mobility buggy. I am not in receipt of a valid concessionary bus pass.

NB: If you are in receipt of a valid bus pass issued by Rochford District Council, you will need to return it with this application before vouchers will be issued.

Signature :

For any further information concerning this form please contact Transportation Section, Civic Suite, 2 Hockley Road, Rayleigh, Essex, SS6 8EB Tel: 01702 318189

For Office Use: Photos Enc: Chq Enc: Proof Enc: Bus Pass Check Voucher Card Issued: _____