



Independent Travel Team
Brent Customer Services
Brent Civic Centre
Engineers Way
Wembley
Middlesex HA9 0FJ

TEL 020 8937 5796
EMAIL independenttravelteam@brent.gov.uk
WEB www.brent.gov.uk
FAX 020 8937 1940

Re: Blue Badge Scheme

Dear Sir/Madam

Further to your recent request for a replacement Blue Badge, please find enclosed an application form for completion. All the requested information must be entered and the form returned to the above address.

Please note, if the form is incomplete it will be returned to you.

If you need any assistance with this matter, please contact the Independent Travel Team.

Yours Sincerely,

Independent Travel Team

Please be advised as of 01/11/2017 there will be a £10.00 charge for all Lost Blue Badges. A member of the independent travel team will contact you once your badge is ready to be ordered.

Blue Badge Replacement Form

Please complete all relevant sections of the application. If your Blue Badge was due to expire within 6 months, you will need to submit a New Application form.

Please post completed applications and documents to:

Brent Customer Services – Independent Travel Team
Brent Civic Centre
Engineers Way
Wembley
Middlesex HA9 0FJ

Section 1 – Badge Holders Details

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

First names (in full):

Surname:

Surname Name at Birth:

Date of Birth (DD/MM/YYYY): / /

Current address and contact details:

Address: _____

Postcode: _____

Email: _____

Home Tel: _____ Mobile Tel: _____

National Insurance Number: _____

Town of Birth: _____

Country of Birth: _____

Section 2 – Badge Details (if known)

1. Serial Number: _____ 2. Expiry Date: _____

Section 3 – Reason for Requesting a Replacement

3. The badge issued to me has been (tick as appropriate):

Lost Stolen Destroyed

4. Please provide details of when, where, how the badge was lost/stolen/destroyed: _____

ALL lost or stolen badges must be reported to the police:

5. Date reported to the police: _____

6. Station or other office reported to: _____

Crime report number supplied by the police: _____

Section 4 - Declarations

Please read the following declarations thoroughly:

- I declare that all the information provided is true to the best of my knowledge.
- I am aware that the badge may be withdrawn and I may be eligible for a fine of up to £1000 if the details in this form are found to be false or if any badge issued to me is misused in any way by either myself or anyone acting on my behalf.
- I will return the original Blue Badge should it be found.
- You are providing your information to Brent Council, contact details independenttravelteam@brent.gov.uk. The Council's Data Protection Officer can be contacted via dpo@brent.gov.uk, or 020 937 1402.
- Your information is collected for the purpose of administering your blue badge, as required to fulfil the council's duties under Chronically Sick and Disabled Persons Act 1970 and Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000.
- I understand and have no objection to my details being passed to other relevant Council departments, or to the Police or other Local Authority for the prevention and detection of fraud and investigation. It can take up to 2 weeks for a duplicate to be issued.

- The information shall be retained for seven years after last activity and shall be processed in adherence to your legal rights, including but not limited to the right to copies of your information and right to be forgotten. You have a right to lodge a complaint with the Information Commissioner's Office (www.ico.org.uk). Further information can be found at www.brent.gov.uk/privacy.

Please sign below and attach a passport-sized photograph, which will be transferred onto the badge if a replacement is issued.

Relationship of signatory if not badge holder: _____

Signature:

(of badge holder, parent or guardian)