

Replacement Application for Change of Address, Lost, Stolen or Damaged Blue Badge

Durham County Council
Transformation and Partnerships
Blue Badge Team
PO Box 115
Green Lane, Spennymoor
County Durham, DL16 9BX



Tel: 03000 269 425

Email: Bluebadgescheme@durham.gov.uk

A colour photograph of the applicant taken within the last 12 months must be provided in accordance with passport standards. Size 33mm by 45mm

*Please attach your photograph here **by paper clip** with name printed on the reverse.*

Please Do Not Attach The Photograph By Staple Or Sellotape

To Be Completed By Durham County Council Residents Only

Please read the information below and complete all appropriate sections of this form carefully. Incomplete applications will be returned and missing information may delay the issue of a Blue Badge.

This form should be completed when a replacement Blue Badge is required for a Durham County Council resident whose current Blue Badge has been lost, stolen or damaged.

A £10 fee will be payable for all approved replacement Blue Badges.

Where a Blue Badge is declared to be lost or stolen, the badge holder or their representative must sign the declaration to this effect. If the lost or stolen Blue Badge is subsequently discovered to be in use by the Badge Holder or a third party, a full investigation will result and a fine may be incurred.

If the Blue Badge is damaged, it should be returned attached to this form in order that the application for a replacement Badge can be considered.

Part A: Personal Details			
Title:		First Names:	
Surname:			
Surname at birth (if different):			
Town of birth:		Country of birth:	
Gender: (Please delete as appropriate)		Male / Female / identify as other	Date of Birth:
Driving Licence No:		National Insurance No:	
Current address:			
Town:		Postcode:	
Email:		Tel:	

Part A: Personal Details				
Mobile Number:				
Previous address if different in the last 3 years:				
Town:		Postcode:		
Vehicle Registration Number(s):				
Person completing the form:		Contact Number:		
Relationship to Applicant (if applicable):				
Please briefly explain why you are completing this form on the applicant's behalf:				
<p>Permission To Discuss Application: Would you like anyone else to contact us to discuss this application on your behalf? If yes, please state their name and sign to authorise.</p>				
Name:		Signature:		Contact No:

Part B: Details Of Blue Badge To Be Replaced				
Blue Badge Number:		Expiry Date:		
1.	Has the above Blue Badge been:			
	Lost or stolen	Yes		No
	Was the loss/ theft reported to the police	Yes		No
	If Yes please provide the Lost Property or Crime Number	Number		
	Please provide details of the circumstances of the loss / theft:			
2.	Has the above Blue Badge been damaged	Yes		No
	Please give details of how the damage occurred:			
Remember to return the damaged Blue Badge with this application				

Part C: Proof Of Address							
Confirmation Of Address: (Photocopies only - we will not take responsibility for lost, damaged or original documents). Please supply a copy of one of the following as proof you live in County Durham. Whichever one you provide, it must be dated within the last 12 months.							
Utility bill		Council tax bill		Prescription		Bank statement	
Other		Please describe:					

Part D: Checklist And Declaration	
You must provide the following items with your application form:	
	Recent passport sized photograph (attach to front of form)
	Proof of address and identity (see Part B)
	Photocopy of automatic eligibility evidence required dated within the last 12 months (see Part C)
	Signed declaration section (see Part I)
	Photocopies of any supporting medical evidence that you have in your possession, including prescriptions

Failure to provide any of the above may result in a delay in processing your application.

Part E: Declaration To Be Signed By The Applicant / Applicants Representative

- I declare that to the best of my knowledge, all the information I have provided is correct.
- I understand it can take up to 12 weeks to assess my application.
- I understand that I must inform Durham County Council promptly of any changes that may affect my entitlement to a badge.
- I understand that Durham County Council may require me to attend an assessment carried out by an expert assessor; a further professional may be in attendance.
- I understand that I am required to attend a further assessment of eligibility if it is thought my condition has improved or no longer meets current Guidance.
- I agree to inform Durham County Council and return my Blue Badge if my mobility improves.
- I agree to destroy my badge once it expires.
- I confirm that the photograph I have supplied with this application is a true likeness of me or the applicant on whose behalf I am applying.

Please read and tick the following if you agree to the Blue Badge Service accessing relevant information from social care record in order to support your application. Ticking the box will help to improve the service we can offer you.

- I consent to the Local Authority checking any information already held by the Local Authority's Social Care department on the basis that:
- It can help determine my eligibility for a Blue Badge;
 - It may speed up the processing of my application;
 - It may enable a decision to be made without the need for a mobility assessment

All documents relating to this application will be dealt with in line with the Data Protection Act 2018 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 supplied to support this application is deemed, under the Data Protection Act, to be "special category 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. Personal information processed by the Council will be handled in accordance with the Council's privacy statement, which can be accessed at <http://www.durham.gov.uk/media/13508/Corporate-privacy-statement/pdf/DCCCorporatePrivacyStatement.pdf?m=636669124973630000>. The Adult and Health Services, Blue Badge privacy notice provides more specific information on the data collected and how it is

handled, a copy of which can be accessed at <http://www.durham.gov.uk/media/24776/Privacy-notice-blue-badges/pdf/PrivacyNotice-BlueBadge.pdf?m=636634619598800000>. If you have any concerns about how your data is handled, please contact either the Data Protection Officer at DPO@durham.gov.uk or the Information Commissioner's Office casework@ico.org.uk.

If your application is approved, a fee of £10 will be charged for your Blue Badge. Details of how to make this payment will be provided in the letter we send you, confirming that your application has been approved.

Please Do Not Send Payment With This Application Form.

Signed:	Print Name:	Date:
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If you require this form in an alternative version we can provide it in other languages, large print, Braille or CD. Please contact us on 03000 269 425 and let us know which format you require.

Post completed applications to:

Durham County Council,
Transformation and Partnerships,
Blue Badge Team,
PO Box 115,
Green Lane,
Spennymoor,
County Durham,
DL16 9BX.

Please Ensure That The Correct Amount Of Postage Is Applied As It Is Likely To Be More Than A Standard 1st Or 2nd Class Stamp

or Email completed applications to: Bluebadgescheme@durham.gov.uk

Please attach an electronic photograph with emailed application