

# Blue Badge Application Form

## Guidance notes

These notes have been produced to help you complete the application form.

### Section 1 - Information about you

- ✓ This section should be completed by all individual applicants for a Blue Badge. All fields should be filled in.
- ✓ The form asks for a National Insurance Number or in the case of children under 16, the NHS number. This can be found on an NHS Medical Card or you can ask the child's GP for it.
- ✓ While you're asked to provide information about up to three vehicles in which the Blue Badge will be used, you can use a Blue Badge in other vehicles too. This information helps local authorities with enforcing the rules of the Blue Badge Scheme.
- ✓ A local authority may refuse to issue a badge if they have reason to believe that the applicant is not who they claim to be or that the badge would be used by someone other than the person to whom it has been issued. For this reason, the local authority needs to check your identity, and information is given on the form about how to provide the necessary information. The local authority may ask to see your identity documents to be sure they're valid.

### Section 2 – Checking the applicant meets the qualifying criteria

- ✓ This section should be completed by all individual applicants for a Blue Badge. All fields should be filled in.
- ✓ To be eligible under this pilot scheme, you must be able to provide a letter confirming diagnosis of your condition from a healthcare professional.
- ✓ To be eligible under this pilot scheme, you must be in receipt of the social security benefits at the rates listed in this section. You need to provide a letter, **dated within 12 months**, from the Department of Work and Pensions. If you don't claim these benefits, talk to your Council's Blue Badge Service as you might be eligible under other criteria. Contact details are on page 10.
- ✓ If you need to check the benefits you currently receive, or need a specific letter to be issued again, call the Department for Work and Pensions Disability Benefits helpline on 0345 712 3456 if you were born **before 8 April 1948**, or 0345 605 6055 if you were born **on or after 8 April 1948**.

### Section 3 – Countersignatory questionnaire

- ✓ This section should be completed by a healthcare or social work professional who has seen the applicant at some time over the last 12 months and **is not the applicant's GP**.
- ✓ You should get one of the following kinds of professional to complete the form:

A doctor/consultant (not GP) with a current licence to practice  
An arts therapist  
An occupational therapist  
A practitioner psychologist  
A speech and language therapist  
A nurse who is a specialist practitioner in mental health nursing (SPMH)  
A nurse who is a specialist practitioner in learning disability nursing (SPLD)  
A nurse who is a specialist practitioner in community mental health nursing (SCMH)  
A nurse who is a specialist practitioner in community learning disabilities nursing (SCLD)  
A social worker registered with the Scottish Social Services Council  
A teacher who has involvement with child/adolescent applicant

- ✓ If you can't get someone on this list to complete the questionnaire, talk to your Council's Blue Badge Service – contact details are on page 10. It may still be possible to make an application.