

## Blue Badge Scheme – Lost/Stolen/Damaged Badge (Individual)

This form should be completed to request a replacement badge for a lost/stolen or damaged badge or due to a name change where the expiry date is 3 months from the date of application. All applicants **must** complete **ALL** Sections. Applicants **must** also enclose the badge fee and additional written evidence as requested in this form. Milton Keynes Council may return your application or refuse to issue a badge if you do not provide adequate evidence that you meet the eligibility criteria.

**Please return the completed form and relevant documents / payment to:**

Milton Keynes Council. Disabled Parking Badge Team. Civic Offices. 1 Saxon Gate East. Central Milton Keynes. MK9 3EJ

For enquiries: Tel: 01908 25 3449 or email [bluebadge@milton-keynes.gov.uk](mailto:bluebadge@milton-keynes.gov.uk)

Section 1a – Information about the applicant (Please complete in BLACK INK)	
If you are completing the form on behalf of an applicant who is under 16, or who is unable to complete the form themselves, please provide their details in appropriate sections and sign the form on their behalf.	
<b>Title (Mr, Mrs, Miss, Ms, other):</b>	
<b>First names (in full):</b>	
<b>Surname:</b>	
<b>Surname at birth:</b>	
<b>Date of Birth (DD/MM/YYYY):</b>	__ __ / __ __ / ____ __ __
<b>Permanent UK Address</b>	
<b>Postcode:</b>	
<b>Home Tel:</b>	
<b>Mobile Tel:</b>	
<b>Email:</b>	
<b>Previous address, if different in the last three years:</b>	
<b>Postcode:</b>	

**Section 2 –What is the reason that you are applying for a replacement badge?**  
 (Please tick whichever statements apply to you and provide further details in the space below)

- The badge has been destroyed or damaged – you must include it with this application

- The badge has been lost – please give details of the following :

- When was the badge was lost?
- Where was the badge lost? E,g Area/location
- How the badge was lost?

Please note we may contact you for further information

- The badge has been stolen - you must give the crime reference number.

- Name changed by deed poll – please provide a copy of the legal document recording your name change

- Name changed by marriage – please provide a copy of the legal document recording your name change

Other (Please describe below)

**Section 3 – Checklist of documents / evidence to be enclosed – tick to confirm you have completed all requirements (Please complete in BLACK INK)**

<input type="checkbox"/>	<p><b>Section 1 – Proof of identity</b> We need to check your identity to reduce the potential for fraudulent applications for a Blue Badge. <b>PLEASE ENCLOSE</b> a photocopy of <b>one</b> of the following</p> <ul style="list-style-type: none"> <li>• Birth certificate / adoption certificate</li> <li>• Marriage / Divorce certificate</li> <li>• UK/EU Passport – If you are foreign national we would require to see proof of permanent residency issued</li> <li>• Valid photo card driving licence</li> <li>• Civil Partnership / Dissolution certificate</li> </ul>
<input type="checkbox"/>	<b>Section 3 - Checklist</b>
<input type="checkbox"/>	<b>Section 4 – Declarations</b>
<input type="checkbox"/>	<p><b>Badge issue fee</b> The current fee for issuing a badge is £10.00. We cannot process your application until payment is received. You can pay by cheque or postal order made payable to “Milton Keynes Council” or by card. We do not accept cash.</p> <p>If you wish to pay by card please fill out the payment details below to authorise us to take a card payment from your bank account. Please note that once payment is taken, the details will be destroyed securely. If your application is unsuccessful, the payment will be refunded.</p>

<b>Card Number</b>	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
<b>Issue Number</b>	<input type="text"/> <input type="text"/> <input type="text"/> *switch / solo cards only
<b>Card Security Code</b>	<input type="text"/> <input type="text"/> <input type="text"/> *last three digits on back of the card
Month      Year	Month      Year
<b>Issue date</b>	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>
<b>Expiry date</b>	<input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/>
<b>Card Holders Name</b>	*as shown on front of card

**Section 4 – Declarations and signatures. (Please complete in BLACK INK)**

- Please read the following declarations thoroughly.
- Please tick all relevant boxes to indicate that you have read and understood each declaration.
- Not ticking one of these declarations may mean we are unable to issue you with a Blue Badge.
- Providing fraudulent information may result in prosecution and a fine.

**Declarations to be completed by all applicants**

- I confirm that, as far as I know, the details I have provided are complete and accurate and that I am a permanent resident in the UK. I realise that you may take action against me if I have provided false information in this application form.
- I understand that I must promptly inform my local authority of any changes that may affect my entitlement to a badge.

**Your signature against these declarations**

**Your signature:**

**Date of application:**

(DD/MM/YYYY): \_\_\_ / \_\_\_ / \_\_\_\_\_

**Please print your name here:**

All documents relating to this application will be dealt with in line with the Data Protection Act 1998 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 that you have supplied to support this application is deemed, under the Data Protection Act, to be “sensitive personal 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.