



The Milton Keynes All in 1 MK Card

Application information
Effective February 2023



Use it your way

 **Milton Keynes**
City Council

What is the All in 1 MK Card?

The All in 1 MK Card is:

- A form of identification (with national PASS accreditation) for children and young people
- A travel concessionary card

...all rolled into 1 card!

Can I apply for an All in 1 MK Card?

To qualify for the scheme, you must be:

- Aged between 5 and 18 years
- A permanent resident of Milton Keynes or attending school/college/training establishment in Milton Keynes
- In full or part time education
- Not in education - a pass will only be issued if the Young People's Careers Information, Advice and Guidance Team can verify your details. They can be contacted on 01908 254410. If the Young People's Careers Information, Advice and Guidance Team do not hold your details, identification and proof of address must be provided.
- Home schooling - post directly to address on back page.

If you are 18 years of age you qualify up to and including the day before you turn 19 years.

Please note: You will need to re-apply for a card at the age of 12.



How do I apply?

- Step 1** Complete the form in this leaflet
- Step 2** Take the form, your £5.00 cheque/postal order payment/payment details (**we are unable to accept cash**) and a passport sized photo to your school/college/training establishment
- Step 3** The school/college/training establishment will stamp the form as proof that you are in full-time education. If you are attending a non-compulsory full time further education course, a letter of confirmation from the school/college is also required, stating the nature and duration of the course
- Step 4** The school/college/training establishment will send the form, with the photo, along with your payment to the All in 1 Card Section at Milton Keynes City Council. Your card should arrive 7 - 10 days after processing.

**Please return the form to your
School / College / Training Establishment**

To be completed by School:

School Checklist

Have you?

- Checked the student's details, including eligibility for a free pass
- Checked the photograph size and quality (must be colour)
- Countersigned the form
- Stamped the form
- Checked that payment has been enclosed either a cheque or Postal Order for the amount of £5.00. **(we are unable to accept cash)**
- Completed the batch sheet

Date posted by School / /

Authorised Signature

All in 1 MK Card application form

Please complete this form, sign, enclose your payment of £5.00 and attach your photograph overleaf and hand to your school/college/training establishment.
Please write in ink using CAPITAL LETTERS and tick boxes where appropriate.

1. Surname/Family name

2. Mr Mrs Ms Miss

Other

3. First names

4. Date of Birth

D	D	M	M	Y	Y	Y	Y
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5. Male Female

6. Address

Postcode

7. Telephone

Home : Mobile :

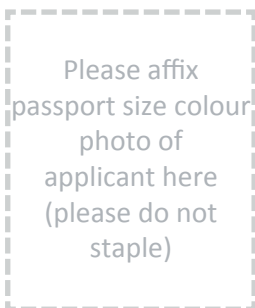
8. Email address

9. I confirm I will adhere to the conditions of use (see website)

10. Choose your card colour (select only one):

Green
 Pink
 Blue
 Orange





N.B.
Don't forget to print your name on the back of the photograph

The photograph must

- be in colour, not black and white
- be clear and in sharp focus
- be taken with nothing covering the face
- be a close-up of head and shoulders
- be taken with eyes open and clearly visible
- show the applicant's full head, without any head covering, unless this is worn for religious beliefs or medical reasons

All in 1 MK card holder / Parent or Guardian

I understand that providing false information may be a criminal offence under applicable legislation e.g. the Fraud Act 2006 in the UK;

I understand that the Buscard Scheme will not issue a card unless all requirements for card have been met.

Signature

Date

- New Application - £5.00 (non-refundable)
- Renewal application - pass expiring/expired (£5.00) (non-refundable)
- Replacement - lost/stolen/damaged (£10.00) (non-refundable)

Buscard Data Protection Privacy Notice

We collect and use information about you so that we can provide you with the Buscard issuing services under Legislation. Full details about how we use this data and the rights you have around this can be found at <http://www.milton-keynes.gov.uk/privacy>.

For verifiers use only

We confirm applicant details match the official records; that we know the applicant; and that the applicant is the person to whom the official records pertain.

We understand that providing false information may be a criminal offence under applicable legislation e.g. the Fraud Act 2006 in the UK.

We confirm that the photograph is an accurate likeness (at the time of the application) of the applicant. We consent to being contacted if required to confirm any of the details supplied.

Stamp of Verifier's Organisation

Date

School/college/training establishment

Name of Authorised Signatory

Signature

Date

If you have any data protection queries, please contact the Data Protection Officer at mailto: data.protection@milton-keynes.gov.uk

From time to time we may send you details of events and services of interest to All in 1 MK card holders by phone, fax, email or text message.

- Please tick this box if you AGREE to receive details in this way.

How much does it cost?

From 1st September 2017 All in 1 MK Cards are issued at a cost of £5.00 (non-refundable).

To use it as a concessionary travel card, you have the following options:

- **All in 1 Single** fare £1.20 (this will apply on local bus services and on MK Connect)
- **Weekly** pass fare on local bus services £11.00
- **4-weekly** pass fare on local bus services £36.00
- **A new £2.20 day return is to be introduced (on local bus services only)**

Prices correct at time of print.

Each time you travel you must show your All in 1 MK Card and your paper ticket to the driver.

Stagecoach only issue single trip tickets; all other operators issue all three ticket types.

We will not refund bus fares incurred while applications for new or replacement passes are being processed.

Using the All in 1 MK Card for travel:

The All in 1 MK Card can be used on most local buses within the Milton Keynes City Council area. They cannot be used for cross-boundary travel. Money lost due to lost tickets is non-refundable.

There is no time restriction.

Using the All in 1 MK Card as a form of identification:

The All in 1 MK Card **can** be used as a form of identification in places where you need to prove your age, such as when buying age restricted products, eg. DVDs or when entering an age restricted location, i.e. the cinema, as long as the place where it is being presented accepts it as a form of ID.

Having difficulties with your All in1 MK Card?

If you have any queries about your All in 1 MK Card, contact us on 01908 252558, or email: buscards@milton-keynes.gov.uk

Any difficulties experienced with bus services should be directed to the bus operator directly in the first instance.

Lost validation receipts

It is important that you look after your tickets, as we are unable to refund any monies or provide a duplicate ticket in case the ticket is lost or mislaid. You will need to purchase a further ticket if your original is lost, destroyed or mislaid.

Lost/Stolen All in 1 MK Cards

Lost/stolen All in 1 MK Cards should be reported as soon as possible by phoning 01908 252558 between 09:00 and 17:15, Monday to Friday (excluding Bank Holidays). A £10.00 non-refundable charge is made for all lost/stolen All in 1 MK Cards, you can make a payment by cheque, postal order, debit or credit card. **We are unable to accept cash payments.** Stolen cards should be reported to the police. If you have a crime reference number the £10.00 charge will be waived.

All in one MK Bus Card issue fee

The current fee for issuing an All in 1 MK Bus Card is £5.00. We cannot process your application until payment is received. You can pay by Debit or Credit Card. You can also pay by cheque or postal order made payable to "Milton Keynes City Council".

We are unable to accept cash.

If the applicant is in receipt of FREE SCHOOL MEALS, the All in One MK Card will be issued free of charge.



Milton Keynes City Council

All in 1 MK Card Section,
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Central Milton Keynes MK9 3EJ

E buscards@milton-keynes.gov.uk

T 01908 252558



Available in audio, large print,
braille and other languages

01908 252558