



REPLACEMENT BUS PASS APPLICATION FORM

Home to School Transport

Please use this form **only** if you are applying for a replacement travel pass. A charge of £10 will be made for replacing lost or damaged passes. The £10 fee will not be charged if you have changed your address, changed your school or have had your bus pass stolen.

When you have completed this form please return it to the address shown overleaf. Your travel pass will be issued as soon as possible.

CHILD'S DETAILS			
Child's Full Name			
Date of Birth			
School			
Please state bus route number also bus stop (if known)			
Child's Home Address			Post Code
If your child has a statement of special educational needs please tick here			<input type="checkbox"/>
PARENT'S/GUARDIAN'S/CARER DETAILS			
I am the parent/guardian/carer for the child named above.			
Full Name		Prefix	Mr./Mrs./Ms/Miss Other:
Address (if different)			
Post Code		Daytime telephone number	
Please give your reasons for wanting a replacement bus pass			
Stolen pass - Please state when the pass was stolen and who you have reported it to		Please complete section below	

<p>Lost/damaged travel pass - (£10 charge). All cheques and postal orders must be crossed and made payable to the East Riding of Yorkshire Council. Please write your name and address on the reverse side. Please return your damaged travel pass.</p>				
<p>Change of address and/or school; please state previous address and/or school. Please return your old travel pass.</p>				
<p>All information supplied by you in connection with this application, both now and in the future, will be processed in confidence by East Riding of Yorkshire Council for the purposes of considering your application for home to school transport. However, in order to assess your needs and the accuracy of the information supplied, we may share this information with other bodies, in particular schools, other local education authorities and transport operators. We have a legal responsibility to protect public funds. We may use the information provided to prevent and detect fraud. We may also share this information with other organisations that handle public funds.</p>				
<p>Signature</p>			<p>Date</p>	
<p>Relationship to child <i>(father, mother, guardian, carer etc)</i></p>				

Please return your completed application and payment to:

East Riding of Yorkshire Council
 Passenger Services
 The Offices
 Annie Reed Road
 Grovehill
 Beverley
 HU17 0LF

Telephone 01482 392125/392126