When can I use my Bus Pass?

Once you have received your older persons bus pass, you will be able to travel free using off-peak travel on local bus services (excluding tube/DLR, rail, tram, coach, express or excluded Park and Ride services, Dial-a-Ride community transport and local ferry services) throughout England. The pass is valid for use at the following times:

<table>
<thead>
<tr>
<th>Location</th>
<th>Weekdays (excluding public holidays)</th>
<th>Weekends and Public Holidays</th>
</tr>
</thead>
<tbody>
<tr>
<td>Essex, Southend and Thurrock Authorities</td>
<td>9.00 a.m. to midnight</td>
<td>Anytime</td>
</tr>
<tr>
<td>Any other local authority in England (Not all authorities offer earlier discretionary start times – you should check before travel)</td>
<td>9.30 a.m. to 11.00 p.m.</td>
<td>Anytime</td>
</tr>
<tr>
<td>Transport For London Buses (you cannot use your pass on the Underground, DLR or Trams)</td>
<td>Anytime</td>
<td>Anytime</td>
</tr>
</tbody>
</table>

Am I eligible for a Bus Pass?

If you live within the administrative area of Essex County Council i.e. pay your council tax to Essex County Council as opposed to Southend-On-Sea Borough Council or Thurrock Council, you are eligible. If you were aged 60 before 5 April 2010, you can request a bus pass now. The age eligibility for a free bus pass after 6 April 2010 for women is of state pensionable age and for men is the pensionable age of women born on the same day. This is because of the government’s introduction of pension equalisation. The table below summarises eligibility or you may use our eligibility checker online at www.canigetapass.org.uk or alternatively call the Essex Bus Pass Information Line on 0845 200 0388.

<table>
<thead>
<tr>
<th>Period within which date of birth falls.</th>
<th>Date of eligibility.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>Month</td>
</tr>
<tr>
<td>------</td>
<td>-------</td>
</tr>
<tr>
<td>6th</td>
<td>July</td>
</tr>
<tr>
<td>6th</td>
<td>August</td>
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<tr>
<td>6th</td>
<td>September</td>
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<td>6th</td>
<td>October</td>
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<td>6th</td>
<td>November</td>
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<tr>
<td>6th</td>
<td>December</td>
</tr>
<tr>
<td>6th</td>
<td>January</td>
</tr>
</tbody>
</table>
Pass Use
Free travel is only permitted on local bus services in England within the hours shown (previous page) on production of a valid bus pass. At all other times a fare must be paid in accordance with the fares charged by individual operators and cannot be reclaimed from the operator, the local district, borough, city or county council. Applicants are only permitted one pass per person and this should be provided by the authority responsible for where they live. If you lose your bus pass, it is damaged beyond use or you wish to update your photograph, the cost to replace it is £10. Please contact the Essex Bus Pass Information Line on 0845 200 0388.

How long does a Pass last for?
Your pass is valid for up to 5 years. The expiry date is printed on the front of your pass. Expired passes are replaced free of charge and will be issued automatically.

How can I obtain a Bus Pass?
To receive the Older Persons Bus Pass, which permits free off-peak travel across England, please carefully read the guidance notes and complete the attached application form. This should be posted with your photocopied validation documents to: Essex ENCTS Bus Pass, PO Box 212, Waterlooville, PO7 6ZN.

Your application MUST include:
• the completed original application form
• one photocopy of a proof of age document from Table 1 (do not send original documents)
• one photocopy of a proof of address document from Table 2 (do not send original documents)
• one passport style/sized colour photograph of your head and shoulders with a single coloured background placed on the application form as indicated and with your name printed on the reverse. Head wear, unless specified for religious purposes, is not to be worn.

Any proof of address must be no more than three months old (with the date clearly visible) and the address must be printed, not hand written.

The Application Form you supply must be the original. This, plus photo, will be retained for our files.

Please do not send original proof documents. Send photocopies only, ensuring that the date of birth and address are printed and not hand written and can be clearly read. Essex County Council cannot accept any responsibility for items that are mislaid in the post. No documentation will be returned.

You should allow at least 10 working days for your application to be considered and if approved, the pass to be issued. Please contact the Essex Bus Pass Information Line on 0845 200 0388 if you have not received your pass in this time.

Please do not hesitate to contact the Essex Bus Pass Information Line if you have any queries regarding your bus pass, or need help with your application.

<table>
<thead>
<tr>
<th>Proof of Age Documents</th>
<th>Proof of Address Documents</th>
</tr>
</thead>
<tbody>
<tr>
<td>Birth certificate (marriage certificate, if applicable)</td>
<td>VALID Driving licence</td>
</tr>
<tr>
<td>VALID Driving licence</td>
<td>Recent utility bill</td>
</tr>
<tr>
<td>Proof of Pension entitlement</td>
<td>Most recent Council Tax bill</td>
</tr>
<tr>
<td>Medical Card</td>
<td></td>
</tr>
<tr>
<td>Passport</td>
<td>Proof of Pension entitlement</td>
</tr>
</tbody>
</table>

The Essex Bus Pass Information Line: 0845 200 0388
Application form for an Older Persons Bus Pass

Please ensure you supply:-

☐ One COPY of a proof of age document (Table 1)
☐ One COPY of a proof of address document (Table 2)
☐ One passport style/sized colour photograph

Title

Surname

Forename

DoB (dd/mm/yyyy) / / Age Gender (M/F) ☐ NI No.

Address

Postcode

Telephone

Email

PLEASE READ THIS DECLARATION CAREFULLY BEFORE SIGNING YOUR FORM :- I certify that the above information is correct, that I am eligible by age and that I am a permanent resident within the County of Essex and that I will abide by the conditions of use which I understand may be revised from time to time. I confirm I have read the data protection and fair processing notices on the reverse of this form.

Signed ____________________________ Date ____________________________

Office use only

Age

Address

Photo

Data

Sign/Date

ECC11233

Essex County Council

Attach photo here

Clearly print your name on the reverse of your photo.
I hereby give my consent for personal information provided as part of this application to be held on computer or other relevant filing systems in accordance with the Data Protection Act 1998 for the purposes of producing my pass and administering the concessionary travel scheme. Further information and guidance is available on request.

The data provided on and with this form, including any photographic image, will be processed by Euclid Limited on behalf of Essex County Council for the purpose of producing your National Concessionary Bus Pass. The information will be held securely and will not be shared with any third party unless you have consented to this. The information will be used anonymously for statistical purposes.

**Fair Processing notice:** The Council has a duty to protect the public funds it administers. To prevent and assist in the detection of fraud, the information you provide on any forms may be shared with other public bodies responsible for auditing or administering public funds, including checks on credit reference agencies and taking part in the National Audit Office’s National Fraud Initiative.

Need further help? You can:

Call – 0845 200 0388
Email – help@canigetapass.org.uk
Web – www.canigetapass.org.uk
Minicom – 0845 200 1424