



Nottinghamshire County Council

Special Access Permit Application

Please read the 'Special Access Permit Guidelines' before completing this form.

To download the guidelines visit: www.nottinghamshire.gov.uk/specialaccesspermit

Your Application cannot be considered without:

- (a) A signed passport photograph taken within the **last 6 months**
 - (b) Documentary evidence of the allowance you are currently claiming **dated within the last 12 months (PHOTOCOPIES) as we will NOT return paperwork unless you request it.**
- Or**
- (c) Supporting Medical Evidence

(BLOCK LETTERS PLEASE)

PART 1. Personal Details

Mr/Mrs/Miss/Ms _____ Surname _____

Forenames (in full) _____

Date of Birth _____ Address _____

Postcode _____ Telephone Number _____

Email Address _____

PART 2. Allowance

Please tick the relevant box

Is this a; New Application Renewal

Do you claim; Disability Living Allowance/P.I.P (Mobility Component)

War Pensioners Mobility

Armed Forces Compensation Scheme Award

Are you registered blind? Yes/No

No Benefit if none of the above; please complete part 3 below*



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PART 3. Additional Personal Circumstance

*Only to be completed by those who are not in receipt of an appropriate allowance listed above;

Do you have, or have you recently applied for a Blue Badge? Yes/No

If Yes, please supply the Blue Badge number or the date of application (if still being determined);

If No, please briefly explain why you have not applied for a Blue Badge and/or why you believe you should be entitled to a Special Access Permit;

PART 4. Declaration

I declare all information given in this application is correct and understand that a false statement may render me liable to prosecution.

I understand that any misuse of the permit will lead to its invalidation and withdrawal.

Signature _____ Date _____

Existing permit number (if applicable) _____

The Council will carefully consider this application and if necessary write back to you to request further information or evidence.

Now send this form to the address below, you will need to enclose:

- **Current** documentary evidence(as stated on guidelines) of the allowance you are claiming (PHOTOCOPIES are acceptable)
- **Or**
- **Part 3** of the completed form
- **A SIGNED** recent passport size photograph (taken within the last 6 months)



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Any information provided will be treated as confidential.

Please only return **2 weeks** before your previous permit expires if you have already got a Special Access Permit.

Data Protection

Personal data has been collected in order to issue you with a permit. As you have requested a permit from Nottinghamshire County Council, data may be collected, processed, shared and retained in order to carry out the performance of a public task and fulfil our legal obligations.

In relation to the personal data which we may hold about you, you have the right to have access, rectify or object to incorrect information. Under Data Protection law we must verify your identity and explain to you our reasons if we do not agree to carry out your request.

For further information on how we process data, in the first instance please write to;

Central Processing Unit, P.O Box 10282, Nottingham, NG17 0DX.

Email: parking.enforcement@nottscc.gov.uk we cannot accept applications via email on enquiries

You also have the right to complain to the Information Commissioner's Office at www.ico.org.uk

FOR OFFICE USE ONLY

Documentary Evidence _____ Expiry _____

Permit No. _____ Category 4 _____

Comments _____

**Central Processing Unit
PO Box 10282
Nottingham
NG17 0DX**

**T: 0115 804 0314
W: Nottinghamshire.gov.uk/specialaccesspermit
E: permits.parking@nottscc.gov.uk**