

<b>Membership Number</b>	<small>FOR OFFICE USE</small>
<b>Title</b>	<input type="checkbox"/> Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other
<b>First Name</b>	
<b>Surname</b>	
<b>Address</b>	
<b>Post Code</b>	
<b>Tel Number</b>	
<b>Mobile Number</b>	
<b>E-mail</b>	
<b>Date of Birth</b>	
If you hold a bus pass for concessionary fares, please provide details below	
<b>Bus Pass Number</b>	
<b>Bus Pass Expiry Date</b>	/            / 20

**How did you hear about us?**

- |  |   |                                     |                                   |
|--|---|-------------------------------------|-----------------------------------|
| <input type="checkbox"/> Existing Member | <input type="checkbox"/> Care Worker    | <input type="checkbox"/> Club/Group | <input type="checkbox"/> Saw Bus  |
| <input type="checkbox"/> GP or Hospital  | <input type="checkbox"/> Leaflet/Poster | <input type="checkbox"/> Radio      | <input type="checkbox"/> Internet |
| <input type="checkbox"/> Magazine        | <input type="checkbox"/> Friend         | <input type="checkbox"/> Other      |                                   |

**Gender:**             Male     Female

**Ethnic Origin:**

- |   |   |
|---|---|
| <input type="checkbox"/> White or White British               | <input type="checkbox"/> Asian or Asian British - Pakistani |
| <input type="checkbox"/> Asian or Asian British - Indian      | <input type="checkbox"/> Asian of Asian British - Chinese   |
| <input type="checkbox"/> Asian or Asian British - Bangladeshi | <input type="checkbox"/> Black or Black British             |
| <input type="checkbox"/> Asian or Asian British - Other       | <input type="checkbox"/> Other Ethnic Group                 |
| <input type="checkbox"/> Mixed or Multiple                    |   |

**Registration Prices**

All users of the service are required to register, ABILITY will offer a Free of charge registration scheme for all residents

For those residents with mobility issues we offer we offer our "PLUS" registration (*see details on the back*) an upgrade which provides pick ups from home or local agreed pick up points and assistance on and off the bus and with shopping.

- |   |  |
|---|--|
| <input type="checkbox"/> Single Silver            £24       | <input type="checkbox"/> Joint Silver            £36 |
| <input type="checkbox"/> Single Gold            £36         | <input type="checkbox"/> Joint Gold            £48   |
| <input type="checkbox"/> Base Registration - Free of charge |  |

## Payment methods

1. I have enclosed a cheque for £ \_\_\_\_\_ payable to: “ABILITY Northants cic”
2. Bank Transfer with the reference as your surname and your postcode (e.g. “Smith J NN12 xxx”) to:
 

The Co-operative Bank	
Sort code	08-92-99
Account Number:	65855876

## Acceptance of service:

- ✓ *I understand that while every effort will be made to provide me with transport as requested, there may be occasions when the service is limited or unavailable.*
- ✓ *I acknowledge that fares can only be accepted in cash and that payment will be made to the driver on commencement of the journey or in advance.*
- ✓ *I will comply with the conditions of carriage as amended from time to time*
- ✓ *I declare that the information given on this form is correct.*
- ✓ *Although this information is private and confidential, I give my permission for ABILITY (Northants) cic to use any appropriate information in the case of an emergency and when necessary to pass on any relevant information to the driver or statutory authorities*
- ✓ *I confirm that I have read and retained the enclosed terms and conditions.*

Signed ..... Date .....

*If signing on behalf of another person, please specify your name and relationship:*

Your Name ..... Relationship .....

**Please return this form with payment to:  
ABILITY Northants cic, 15 Whitegates, Northampton NN4 9XA**

**Or email the form to: [admin@abilitycic.org.uk](mailto:admin@abilitycic.org.uk) and pay by bank transfer**

# DATA PROTECTION ACT: CONSENT FORM

## Permission to store and process your data

**We may need to record your details as part of your registration. These details may include personal and sensitive information. To comply with the Data Protection Act (1998) we must ask for your permission to store and process your personal and sensitive information for this purpose.**

**I give my consent to ABILITY Northants cic to record my personal information.  
*Please note we cannot process your registration without your permission.***

Name:	
Signature:	Date:

## PART TWO for Silver and Gold registration only

### About You:

<b>Please indicate why you require the Service</b>	
<b>Emergency Contact</b>	<b>Name</b> <b>Contact No.</b> <b>Relationship to you</b>

Please let us know of any disabilities, mobility or age-related issues in the box below;

When travelling will you be using any of the following? (Please tick box):

Wheelchair     Sticks/crutches     Walking frame     rigid shopping trolley

Do you travel in your wheelchair / Mobility scooter?     Yes     No  
 Is your wheelchair:     Manual     Electric  
 Does the wheelchair or Scooter Collapsible?     Yes     No  
*(n.b. On occasions a separate wheelchair assessment may be required)*

Are you able to access a minibus via the three steps?     Yes     No  
 Would you require lift to access a minibus?     Yes     No  
 Are you the holder of a disabled parking badge?     Yes     No  
 Will you be using an escort to accompany you?     Yes     No  
 Do you need any additional assistance from the driver     Yes     No  
 Do you live alone?     Yes     No  
 Do you live in sheltered housing?     Yes     No

How often do you speak with another person?  
 Daily     2-3 days     Weekly     Less Often

# SUMMARY TERMS AND CONDITIONS

Please read these Terms & Conditions prior to signing the application form

1. The office is open Monday to Friday 9am – 2pm, excluding Public Holidays.
2. All requests for travel must be booked by telephoning 07799 522097.
3. Please do not book travel direct with our drivers.
4. Any concerns should be taken up with the office and not the driver. Travel can only be altered with the prior approval of the office and not with the driver.
5. Booking should be made **IN ADVANCE** prior to the day you wish travel and is subject to driver and vehicle availability.
6. Charges and payment: Fares are paid in cash to the driver on each trip.
7. Cancellation: All cancellations must be made to the office at least two hours before you are due to travel. If you do not inform the office of a cancellation, then a fee of £3.35 will be applied.
8. The scheme is unable to provide Passenger Assistants to assist with travel. Passengers must be capable of transferring to their seat on the bus, drivers will be able to provide a steadying hand but will not lift passengers. You can supply your own escort to assist you and they can travel
9. Smoking is not permitted in any of the buses.
10. ABILITY Northants cic reserves the right to cancel any travel in the event of unforeseen events or unavoidable circumstances.
11. ABILITY Northants cic is not responsible for any personal possessions left unattended in a minibus. ABILITY Northants cic is not liable for any consequential loss, financial or otherwise, incurred by passengers, following the loss, theft, breakdown or non-availability of a vehicle, or the failure by ABILITY Northants cic to provide a vehicle.
12. ABILITY Northants cic operates a Diversity & Equal Opportunities Policy.

# Key statements about our data protection and privacy policy.

Our full Data Protection and Privacy Policy is available on our website.

### ❖ *What is personal and sensitive information?*

Personal information is data which can be used to identify you. This may include your name, date of birth and address. Sensitive information is related to racial or ethnic origin, political or religious beliefs, health, sexuality, convictions.

### ❖ *Where will you store my information?*

Your information will be stored in a password protected database system accessed by employees and consented volunteers of ABILITY Northants cic on a server in the EU. Paper copies will be filed in a locked cabinet and only accessed by employees and consented volunteers of ABILITY Northants cic.



### ❖ *How will you use my personal information?*

We will only share your information with your permission. Your information will be used for scheduling journeys. We are obligated to collect this information on behalf of the Traffic Commissioner and the Local Authority. It is used as part of the process for Concessionary Bus Passes and helps us to improve our services.

### ❖ *Can I withhold my consent?*

Yes, but ABILITY Northants will not be able to process your registration and provide you with transport.

### ❖ *The information, we hold on record*

The information we hold is available to you at any time, you have the right to obtain a copy and make any corrections. Under the DATA Protection Act 1998, ABILITY Northants has 40 days to respond your request regarding the information we hold on record about you. Please write to The Manager, ABILITY Northants cic, 15 Whitegates, Northampton NN4 9XA a fee of £10 is payable. Please enclose a cheque for £10 payable to ABILITY Northants cic. Please note we will only be able to supply the information to the address we hold on record.

ABILITY Northants - Registration Prices						
	Annual Registration Fee £	Pre Booking – Shopper Bus	Pre Booking – Other Journeys	Pick Up & Drop Off Location	Assistance Provided	ABILITY Trips Discount
As of Jan 2019	<b>PLUS SERVICE</b> for that extra help	<b>Gold</b> Single - £36 Joint - £48	Pre bookings up to 5 days in advance	Home Pick Up & Drop Off	On/Off the Bus Shopping carried to the door	10% Off Trips and advance booking
		<b>Silver</b> Single - £24 Joint - £36	Ongoing Booking <i>Call when you don't want to go</i> Advance Booking Up to 4 weeks in advance	Pre bookings up to 3 days in advance	Agreed Local Pick up point	On/Off the Bus If needed
		Advance Booking 1 week in advance	Pre bookings up to 1 day in advance	At the Bus Stop	None	Not applicable
		Basic Registration Single - Free				