

## **Apply for the Young Person Under 22 Travel Scheme**

### **Scottish National Entitlement Card (NEC)**

#### **Age 5 - 10**

Please find enclosed a paper application for the Young Person's Under 22 Travel Scheme for applicants aged 5 - 10. This paper application should be used if your child has not held a National Entitlement Card (NEC) previously and you are unable to apply either through [www.parentsportal.scot](http://www.parentsportal.scot) or online at [www.getyournec.scot](http://www.getyournec.scot).

You should complete the form, attach proof of person for both yourself and your child, proof of address for yourself and proof of child/parent or guardian relation. You should then sign the declaration asking that your child be given access to free bus travel within Scotland.

You can read guidance notes and information on how your data will be used, at [www.nec.scot](http://www.nec.scot) and can find more information about your card and the travel scheme at [www.freebus.scot](http://www.freebus.scot)

Your application and attachments need to be verified at a Fife Council Customer Service Centre, please make an appointment to attend by calling the Contact Centre on 03451 550066.

**APPLICATION - Young Person Under 22 Travel**  
**Scottish National Entitlement Card (NEC)**



**Applicants Aged 5 – 10**

First Name	
Middle Name	
Surname	
Date of Birth	
Address	
Postcode	
Contact Telephone Number	
Contact Mobile Number	
Contact Email address	

Please note – a photograph will **NOT** be displayed on your child's NEC card

**Declaration to be completed Parent/Guardian**

I confirm that, as far as I know, the details I have provided are complete and accurate and I understand that action may be taken against me if I have provided false information or if my child misuses the services provided. I understand that I must promptly inform the council of any changes that may affect my child's entitlement to services. I have read the information on this form and the Terms and Conditions at [www.nec.scot](http://www.nec.scot) and I agree to the processing of the personal details on this form to the extent necessary for the provision of Concessionary travel under the National Entitlement Card Scheme.

Parent/Guardian Signature ..... Date .....

**Proof of Person** - you must submit one of the following for **yourself and your child**:

Passport	Photo Driving Licence(Full or Provisional)
PASS Accredited Card	Current Biometric Residence Permit
Birth Certificate in Current Name	Birth Certificate plus proof of name change
Non-photo driving licence	Adoption Order/Certificate
NHS Medical Card	Marriage/Civil Partnership Certificate
Home Office Letter	Residence Permit issued by Home Office
Child Benefit/Child Tax Credit Letter	GV3 Form (Declaration of Identity)

**Proof of Address** - you must submit one of the following for **yourself** (this cannot be the same as has been used for Proof of Person):

Photo Driving Licence(Full or Provisional)	Non Photo Driving Licence
Utility Bill (not mobile phone)	Council or Housing Association rent proof
Letter from DWP/SSS	Bank/Mortgage Statement
Current Television Licence	Credit Card Statement
HO Immigration Letter	HMRC Letter
Letter from Council confirming you are resident within Fife	Letter from School/College/University

**Proof of Child/Parent or Guardian Relation** – you **MUST** submit one of the following showing you have Parental/Guardian Responsibilities:

Child Benefit Letter	Child's Full Birth Certificate in Current Name
Child Tax Credit Letter	Letter from Social Work confirming you have Guardianship
Letter from Social Work confirming who has Guardianship Responsibilities	Letter from Lawyer/Solicitor confirming who has Parent/Guardianship Responsibilities

**OFFICE USE ONLY:**

Please verify supporting proofs and email completed form to: **YPfreebustravel@fife.gov.uk**

	Proof of ID for Child	Proof of ID for Parent/Guardian	Proof of Address for Child & Parent/Guardian	Proof of Child/Parent or Guardian relation
<b>Proof Type Seen</b>				
<b>Date Proof Seen</b>				

**CSA Initials**.....

**CSA Signature**.....