

Section 3a - Mandatory declarations about the information you have provided and the application process

- Please read the following declarations carefully.
- Please tick all relevant boxes to indicate that you have read and understood each declaration.
- Not ticking one of these declarations may mean we are unable to issue you with a Blue Badge.
- Providing fraudulent information may result in prosecution.

If you don't provide us with the information on this form we won't be able to verify your eligibility for a Blue Badge.

Dumfries and Galloway Council are the data controller of your information. This means we decide why and how we will process your personal information. All documents relating to this application will be dealt with in accordance with the Data Protection Act (2018) and the General Data Protection Regulation (2018). The Council is collecting personal information such as your name, including surname at birth if applicable, NI or NHS number, as well as current address and contact details. We may share your personal information within the Local Authority, with other Local Authorities, the Police and parking enforcement officers to detect and prevent fraud.

You have the right to:

- Be informed about how your personal information will be used
- Access your personal information
- Withdraw consent where the legal ground for collecting your personal information is consent
- Rectify your personal information, which means you have the right to request the Council to correct any inaccuracies of your information
- Request deletion of your personal information where the Council no longer has a legal ground to hold your information
- Request that the processing of your personal information is restricted
- Data portability, this means you can securely move your personal information from one IT place to another
- Object to the Council processing your personal information
- Know when the processing of your personal information is subject to automated-decision making and profiling

It would be helpful if any of your personal information changes, to contact us to update us.

Our Contact Details:

Dumfries and Galloway Council
Council Headquarters, English Street
Dumfries DG1 2DD Contact@dumgal.gov.uk

Contact Details of the Council's Data Protection Officer

Data Protection Officer
Council Headquarters
English Street DG1 2DD dataprotection@dumgal.gov.uk

Any medical information that you have supplied to support this application is sensitive personal data and will only be disclosed to third parties as necessary for the operation and administration of the Blue Badge scheme, and to other Government Departments or agencies, to validate proof of entitlement or as otherwise required by law.

Your information will be held in the Council until expiry of the Blue Badge or until 3 years from date of issue. For more information about how we process information, please contact us or visit www.dumgal.gov.uk

3 b) Mandatory declarations to be completed by applicant

- I confirm that, as far as I know, the details I have provided are complete and accurate. I realise that you may take action against me if I have provided false information in this application form.
- I understand that I must promptly inform my local authority of any changes that may affect my entitlement to a badge.
- I confirm that the photograph I have submitted with my application is a true likeness.
- I understand that I must not allow any other person to use the badge for their benefit and that I must only use the badge in accordance with the rules of the scheme as set out in the "Blue Badge scheme in Scotland: Rights and Responsibilities of a Blue Badge holder" leaflet which will be sent to me with the badge.
- I understand that I must not hold more than one valid Blue Badge at any time.

4) Your consent to use your information to improve the service you receive

Please read and tick the following optional declarations that you consent to. Ticking these boxes will help to improve the service we can offer you

- I consent to the local authority checking any information already held by the local authority's Social Services department on the basis that:
- It can help determine my eligibility for a Blue Badge;
 - It may speed up the processing of my application;
 - It may enable a decision to be made without the need for a mobility assessment.
- I agree to the disclosure of the information included in this form to other local authority departments/service providers so that I can be informed about other local authority services that may be of benefit to me.

5) Your signature against the declarations in Sections 3 and 4

Your signature:	
Date of application:	(DD/MM/YYYY): <input type="checkbox"/> <input type="checkbox"/> / <input type="checkbox"/> <input type="checkbox"/> / <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Please print your name here (include relationship to applicant if you are completing and signing this form on their behalf):	Relationship (if applicable):

Blue Badge issue fee: Dumfries & Galloway Council do not currently charge for the issue of a Blue Badge. However, this may be reviewed in the future

Please return this form and relevant documents to the Social Work Office which deals with applications from the postcode areas listed.

Covid-19

As some Social Work Offices are still closed due to Covid-19, please post in your documents and do not bring originals to the office to be verified.

Post code area	Social Work Office
DG1; DG2;	122-124 Irish Street, Dumfries, DG1 2PB
DG3; DG4; DG10; DG11; DG12; DG13; DG14; DG16	Mill Hill Centre, Corseig Crescent, Kelloholm, DG4 6EL
DG5; DG6; DG7; DG8	Garden Hill Primary Care Centre, 2 Garden Hill Road, Castle Douglas, DG7 3EE
DG9	Ashwood House, Sun Street, Stranraer, DG9 7JJ

Misuse of the badge is a criminal offence and can lead to a fine

Replacement Badge – guidance notes

Proof of your identity and/or change of address must be provided in the following instances:

Identity: - name change

A photocopy of one of the following must be submitted with your application: your birth/adoption certificate, marriage/divorce certificate, civil partnership/dissolution certificate, valid driving licence or passport.

Address: - if you have changed address since existing blue badge was issued

Proof of address should be in the form of a photocopy of one of the following: a Council Tax bill (dated within last 12 months); a letter from Assessor and Electoral Registration office (dated within last 12 months); a utility bill or bank statement (dated within last 3 months); valid driving licence. These documents must bear your name and address.

If you are completing the application form on behalf of someone under the age of 16, you should enclose a photocopy of documentation from a health care professional/School bearing the applicant's name and address.

Section 3, 4 & 5 – Declarations and signature

Section 3 b: The relevant mandatory declarations must be completed by all applicants, since they underpin the terms of applying for a Blue Badge. Please take the time to read and understand these declarations, since not ticking those that are relevant to your application may result in your local authority being unable to accept your Blue Badge application.

Section 4: You may wish to tick the optional declarations in order to speed up your application and improve the service you receive from your local authority. In doing so, you will be providing specific consent to your authority to allow them to share information about you with relevant departments and service providers within the authority.

Section 5: Applicants must sign and date the form prior to submitting it. If you are completing and signing the form on behalf of the applicant, please also include your relationship to them.

A local authority may refuse to issue a badge if they have reason to believe that the applicant is not who they claim to be or that the badge would be used by someone other than the person to whom it has been issued.