

PASSPORT TO LEISURE APPLICATION FORM

Working in partnership with Nuneaton and Bedworth Borough Council



NBBC Passport to Leisure

The NBBC Passport to Leisure is available FREE of charge to **residents** of Nuneaton and Bedworth **provided** that they fall into one of the following categories:-

- Under 18 years of age & in full time education
- 60 years of age or over
- In receipt of - Disability Living Allowance, Job Seekers Allowance, Income Support, Housing Benefit or Council Tax Benefit.

What are the Benefits

The free of charge Passport to Leisure will entitle all eligible applicants to free or special concessionary rates on a range of sports and leisure activities including Swimming, Jubilee Gym, Squash, Badminton and Tennis. Restrictions apply, see online for full details.

General Information

If you qualify for the NBBC Passport to Leisure you will be required to provide **copies** of documentation as proof of your eligibility and residence. This will differ according to the category that you fall under:

Benefit Category	Proof of Residence is required for all applications as well as the following: <i>Note: Supporting information must be dated within 3 months of application.</i>
60 years of age or over	Proof of date of birth (Passport, Driving Licence, Birth Certificate, Bus Pass)
16 years old or under	Proof of date of birth (Passport, Birth Certificate)
17 years old & in full time education	Proof of date of birth (Passport, Birth Certificate). Proof of full time education (current child benefit letter or letter from your school/college)
In receipt of Disability Living Allowance	Proof of disability (Disability Living Allowance letter stating that you are in current receipt of this benefit)
In receipt of Income Support	Proof of benefit (Official letter stating that you are in current receipt of benefit)
In receipt of Council Tax Benefits	Proof of benefit (Council tax bill or letter showing that benefit has been granted in your name)
In receipt of Housing Benefits	Proof of benefit (Official letter stating that you are in current receipt of benefit)
In receipt of Jobseekers Allowance	Proof of benefit (current letter stating that you are entitled to this allowance - allowance book alone will not be accepted)

How to Apply

All applicants need to complete an application form (P.T.O) in **BLACK INK** and return along with the relevant documentation (as detailed in General Information) by post to **Head Office** or directly to any NBLT Leisure Centre, or Sports Centre.

Proof of residence is also required for all applications (including children, detailing **BOTH** name and address). This could be a Council Tax bill, Driving Licence, Medical Card or Utility Bill. Your previous Passport to Leisure will not be accepted as proof of residence, neither will your birth certificate.

Please note that we are unable to return any supporting documentation so copies will be required. Please DO NOT send originals.

Documentation will be checked and if eligible your PTL card will be available for collection from one of our centres after 14 days. Please be prepared for a receptionist to take your photograph. If you are renewing your PTL, your existing card will be re-activated within 14 days.

If there is a problem with eligibility you will be contacted via email or telephone within 14 days. Please ensure that your email address is supplied where possible.

PTL Terms & Conditions

1. The Passport to Leisure card can only be used by the cardholder and is non transferable.
2. The Passport to Leisure card must be shown on every visit to receive concessions.
3. The Passport to Leisure card is only available to those who reside within the borough of Nuneaton & Bedworth.
4. Passport to Leisure membership is valid for the period of time set out below. After which time you will be required to confirm your eligibility and residence in order to continue to receive concessions:
 - Receiving Benefits - renewal will take place every 6 months.
 - Over 60 years old - renewal will take place every 2 years.
 - Under 18 years old and in full time education - renewal will take place every 2 years.
5. Nuneaton & Bedworth Borough Council/ Nuneaton & Bedworth Leisure Trust reserves the right to change the Passport to Leisure scheme at any time.
6. The Passport to Leisure card will cease to be accepted in the event of:
 - The card expires.
 - The card holder no longer resides within the borough or their eligibility changes.
 - The card holder does not comply with NBLT facilities rules and regulations.
 - The card holder owes a financial debt to NBLT.
7. An administrative fee of £5 will be charged to replace any lost or damaged card. No refund will be given for any card that is no longer valid.
8. If your circumstances change and you no longer meet the PTL eligible requirements your PTL card will be cancelled.
9. PTL renewal is completed via the normal application process.

POST YOUR FORM TO US

NBLT Head Office Address for applications-
PTL Dept. NBLT, 3rd Floor Heron House,
Newdegate Street, CV11 4EL

APPLICATION FORM ON REVERSE!

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Application Form

Please complete **all parts** on the form below.

PLEASE COMPLETE IN BLOCK CAPITALS USING BLACK INK. PLEASE KEEP ONE CHARACTER PER BOX

Category Applying For:

60+ Under 18 Disability
 Income Support Job Seekers Council Tax Housing

Surname: Mr Mrs Miss Ms Master

Maiden Name:

If you have made a previous application under a different surname, i.e. maiden name, please include that name above.

Forename(s):

Address:

House Number & Street

Town

Postcode:

Telephone Number:

Mobile Number:

E-mail:

E-mail confirm:

Age:

Date of Birth:

/ /

I certify that the information I have provided on this application form is accurate and I understand that I am required to notify NBLT of any changes in circumstances that could affect my entitlement to the PTL scheme.

Signed:

(if under 12 years of age, to be signed by parent/guardian)

Dated:

/ /

If you do not wish to receive any further leisure activities information please tick

Ethnic Origin -

- White
- Mixed
- Asian or Asian British
- Black or Black British
- Chinese

Other (please specify)

OFFICE USE

CHECKED:

SIGNED:

DATE: / /

PROOF USED:

ID No.

PLEASE DOUBLE CHECK YOUR EMAIL ADDRESS!

