

Under 22, 60+ or Disabled...apply for your Scottish National Entitlement

Alternatively you can apply online at www.getyournec.scot/nec

Before completing this form, please read the list of acceptable proofs and Terms and Conditions available at www.nec.scot. If you are under 16 years old and claiming free bus and internal ferry travel, someone with parental responsibility for you **MUST** sign the declaration on the rear of this form. If you require help completing this form, or if you need a replacement card please contact **Orkney Islands Council**.

* **MUST** be completed; and at least one of the items marked # **MUST** be completed.

First Name *	<input type="text"/>
Middle Name(s)	<input type="text"/>
Surname *	<input type="text"/>
Date of Birth *	<input type="text"/> / <input type="text"/> / <input type="text"/>
Gender	Male <input type="checkbox"/> Female <input type="checkbox"/> Other <input type="checkbox"/>
Telephone #	<input type="text"/>
Mobile Phone #	<input type="text"/>
Email address #	<input type="text"/>
Address *	<input type="text"/> <input type="text"/>
Postcode *	<input type="text"/>

**Affix Photo
here unless
Referee
Section
Completed.
No photo
required
for U11s**

PHOTOGRAPH: If you are 11 years+ or applying for the disabled person's travel concession, you must provide a passport style photo. No photo is required for U11s for free bus & internal ferry travel unless applying under the Disability criteria. Young Scot cards available from 11th birthday. If you have no photographic ID / proof, the Photo Referee section below must be completed by someone who knows you and meets the approved occupation/profession, as detailed at www.nec.scot/proofs or request a copy of the NEC 'Photo Referee Guide'.

Photo Referee's Declaration – to be completed only if **NO** photographic ID/proof is available. You must meet the approved Occupation/Profession list (www.nec.scot/proofs or available from the Council). If this section is completed this form must be submitted in person (by the applicant) to the Council.

Name

Occupation / Profession (see approved list)

Your employer's name and the address you work at, or home address if retired

Postcode Telephone

I confirm that I have known (applicant's name) for years as for example as an employee, colleague, friend **AND**

confirm I meet the approved Referee list Occupation/Profession as:
list here: www.nec.scot/proofs or available from the Council.

I have dated and signed the back of the applicant's photo to confirm it is a true likeness. 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. I agree to be contacted in connection with this declaration. Details of how your information will be used are available at www.nec.scot

Referee's Signature

Date / /

Declaration to be completed by Applicant

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 I misuse the services provided. I understand that I must promptly inform Orkney Islands Council of any changes that may affect my entitlement to services. I have read the information on this form and the Terms and Conditions at www.nec.scot and agree to the processing of the personal details on this form to the extent necessary for the administration of the National Entitlement Card scheme.

Date / / **Applicant Signature** (parent/carer to sign if applicant is under 12 years old)**Under 22s - Free Bus & Internal Ferry Travel**

I confirm that I agree to the processing of details on this form and consent to free bus & internal ferry concessionary travel.

Date / / **Parental Approval** (Under 16s - parent/carer must sign to approve free bus & internal ferry travel)
Parental Approval - PRINT your name if signing above for Under 16s free bus & internal ferry travel**Proof Verification – completed by Verifying / Customer Services Staff only**

	Code		
Person			
Address			
Photo ^			
Parental Approval (U16s)			
Disability (attach a copy)			
Disability Expiry Date (should be shown on proof)			

At least two different proofs are required.
The same proof cannot be used for all three.
eg. Driving Licence or Passport is proof of person and photo, but address must be another document.

^ **IMPORTANT:** If no photographic ID or proof is available the referee section **must** be completed (see approved list) and the applicant must attend in person.

^ No photo required for U11s (U22s scheme)

Verifier / Customer Services **Date**

print name

Comments / Notes / CS Stamp:

Referee Confirmation - to be completed by service (Transport or ELH for Young Scot)**Not** related / living at same address as / in relationship with ☐ How long known applicant? yearsWork ☐ Company/Employer ☐ Position ☐ Signed Photo ☐ Over 25 ☐Verifier PRINT Name

Completed forms should be returned in person, along with supporting proofs / documents to:

Customer Services, Orkney Islands Council, School Place, Kirkwall KW15 1NY Telephone 01856 873535
OR Warehouse Buildings, Stromness KW16 3AA

Application form, copies or scans of the required documents, including a digital photograph can be emailed to transport@orkney.gov.uk

If applying by post, DO NOT submit original supporting documents, send copies.