



**UNDER 16 HOME TO SCHOOL TRAVEL ASSISTANCE  
2008/2009 – APPLICATION FOR A  
REPLACEMENT BUS PASS**

This form should **only** be completed for pupils who travel on a Dedicated School Bus Service and have been issued with a council bus pass.

Those pupils who travel on NCT public bus services and have been issued a scholar travel pass must visit the NCT Travel Centre to replace their travel pass.

**PLEASE COMPLETE ALL THE SECTIONS BELOW:**

**1. Child's details**

Child's last name: .....Child's first names:.....  
Child's home address:.....  
Postcode: ..... Date of Birth:.....

**2. School details**

School attending..... Date travel required from:.....

**3. Parent's/Carer's details**

Title: Mr/Mrs/Ms (delete as appropriate) Initials:..... Last name:.....  
Address.....  
Postcode.....Telephone Number:.....

**4. Dedicated School Buses**

I am applying for a Replacement Boarding Card for School Transport Service No. ....

I use the bus; mornings only  afternoons only  both

Reason for applying for Replacement Card.....

**5. Declaration**

**PLEASE COMPLETE THIS SECTION AND SIGN AND DATE THE DECLARATION BELOW**

I enclose a cheque/postal order for the amount of £5, to cover the cost of the replacement Boarding Card. Please ensure that cheques/postal orders are made payable to 'Nottingham City Council'.

SIGNED: ..... DATE : .....  
(this must be the person paying for the transport)

Please send this completed form along with your payment to: Children's Services Transport Team, The Sandfield Centre, Sandfield Road, Lenton, Nottingham. NG7 1QH

**PLEASE NOTE: APPLICATIONS WILL BE PROCESSED WITHIN 10 WORKING DAYS FROM THE  
DATE OF RECEIPT**

If you require any further information please contact the School Transport Team on 0115 91 50692 or e-mail: [transport.team@nottinghamcity.gov.uk](mailto:transport.team@nottinghamcity.gov.uk)