



Application for an igo young person's concessionary travel pass

Section A – Your details

Your details must exactly match the details on your proof document. Please see 'What to do next'. (Please complete in CAPITAL LETTERS)

Form fields for personal details: First name, Surname, Date of birth (DD MM YYYY), Address, Postcode, Contact number, Email address, and Middle Initials.

Section B – Declaration To be completed by parent or guardian

I confirm that the details given on this application form are correct and I have read the behaviour code. Visit tfgm.com/igo for terms and conditions of use.

Declaration section with fields for B1 Printed name, Parent/Guardian signature, and checkboxes for B2 and B3 regarding contact preferences.

Section C – Your photograph

Please confirm you have written your name and date of birth in CAPITAL LETTERS on the back of your photograph by placing a cross in the box.

Your photograph must be:

- recent
• colour
• passport-size
• showing your full face without a hat
• good quality

Please use the label to attach your photo

See left for details of how your photo must appear

Section D – Documents

To apply for an igo card you must be aged between 5 and 16 and be a permanent resident of, or go to school in, Greater Manchester.

You will need:

1. Proof of name and age (**photocopy** of either birth or adoption certificate, passport or EU/EEA ID Card. The details on this document must match the details on this application.
2. Please provide proof of address which must be a **photocopy** of a utility bill, council tax bill, pension or benefit letter from DWP or bank statement. The proof of residency must be in the name of the parent that completes the declaration in Section B.

If you are unable to provide one of these documents, please ask your school to stamp the box below to validate your application before they send it to us with your payment (see payment section).

Section E – For school use only

School details

Must be completed by all applicants (Please complete in CAPITAL LETTERS)

Name of school

Address

Postcode

This stamp confirms the applicant:

- is 16 or under
- attends this school
- is the person stated in Section A

School stamp here

Section F – What to do next

1. Complete this form and include photocopies of your proof of age and proof of address.
2. Take this form to a local TfGM Information and Ticket Office. Please visit beenetwork.com for locations and opening times.
3. Make a cash or card payment of the £10.00 administration fee at a local TfGM Information and Ticket Office.

For office use only

Eligibility

Proof of age and address seen at

TfGM

Bureau

Payment

Payment taken at

TfGM

Bureau

I have checked the above details

Initials

Date

Authorising stamp

Data Protection

Transport for Greater Manchester is the data controller for the personal information you provide in this form. TfGM's Data Protection Officer can be contacted at data.protection@tfgm.com

The information on this form will be used by Transport for Greater Manchester for the purpose of assessing your eligibility for travel concession. If your application is not successful, we will destroy the form after 12 months, in case a decision needs to be reviewed. If your application is successful we will use the information on this form to administer your travel pass. Your data will be destroyed 12 months after the card is expired or suspended for any reason. We will only share your data with third parties where we are required or permitted to by law, and in any other cases we will ask your permission first. For further information about how TfGM uses your personal data, including your rights as a data subject, please see our Privacy Policy on the website at tfgm.com/privacy-policy or contact the Data Protection Officer.