

Documents

Please visit www.tfgm.com for full details of when to apply.

You will need

1. Proof of residence in Greater Manchester (**current copy** of either utility bill, local council tax bill or Department of Work and Pensions letter). The address on this document must match the address on the front of this application form.
AND
2. Proof of age (**copy** of either birth certificate, medical card, passport or driving licence). The date of birth on this document must match the date of birth on the front of this application form. You can apply for your travel pass 21 days before the date you become eligible.

All copy documents that you provide are securely destroyed and are not used for any purpose other than to check your age and address.

What to do next

You must make a £10 payment for your pass to be administered. Do not put cash in the post.

Either

1. Post this completed form, **photocopies** of documents along with your £10 cheque or postal order to Transport for Greater Manchester, PO Box 429, Manchester, M60 1HX
OR
2. Take your completed form, along with your £10 cash or card payment and your documents to a TfGM Travelshop where the documents will be checked and given back to you.

Note: Please allow 10 working days for your pass to be processed.

For office use only

Eligibility

Proof of age and address seen at

TfGM Travelshop	<input type="checkbox"/>	Contact Centre	<input type="checkbox"/>
Birth certificate	<input type="checkbox"/>	Medical card	<input type="checkbox"/>
Passport	<input type="checkbox"/>	Driving licence	<input type="checkbox"/>
EU/EEA ID	<input type="checkbox"/>	Other	<input type="checkbox"/>

I have checked the above details

Initials

Date

Authorising stamp

Payment

Payment taken at

TfGM Travelshop	<input type="checkbox"/>	Contact Centre	<input type="checkbox"/>
Card payment	<input type="checkbox"/>	Cash	<input type="checkbox"/>
Cheque	<input type="checkbox"/>	Postal Order	<input type="checkbox"/>

Payment authorisation code
(Travelshop only)

I have taken payment as above

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 six months, in case a decision needs to be reviewed. If your application is successful we will use the information on this form to provide you with a concessionary travel pass. Your data will be destroyed one year 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.