**Requesting New/Renewal OCC Transport Badge Application Form**

Please use **BLOCK CAPITALS** unless completing electronically and **complete all fields**.

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| --- | --- | --- | --- | --- | --- | --- |
| Forename: | | |  | | | |
| Middle name(s): | | |  | | | |
| Surname: | | |  | | | |
| Date of Birth: | | |  | | | |
| Job title: (Driver, Passenger Assistant or Driver/Passenger Assistant) | | |  | | | |
| Company/Service Provider: | | |  | | | |
| Expiry date of previous badge:  (If ‘new’ please state) | | |  | | | |
| Home address: | | |  | | | |
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| **Applicant’s** telephone number(s): | | |  | | | |
| **Applicant’s** email address: | | |  | | | |
| Locality Office of choice (Please tick): | | | | | | |
| Banbury |  | Oxford | |  | Abingdon |  |

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| --- | --- | --- | --- | --- | --- |
| Is the applicant a Non UK/EU citizen? (Please tick) | Yes |  | | No |  |
| If ‘Yes’ please provide nationality |  | | | | |
| Has the applicant (whether UK or non UK) lived overseas for longer than 3 months in the last 5 years? (Please tick) | Yes |  | No | |  |
| If ‘Yes’ which country? |  | | | | |
| *If you have indicated ‘Yes’ to the above question a Police Check from that country will need to be obtained by the applicant before an OCC badge can be obtained. This should be in English or translated into English by a reputable translation service.  For more information please see the government website:*  <https://www.gov.uk/government/publications/criminal-records-checks-for-overseas-applicants> | | | | | |

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| --- | --- | --- | --- | --- |
| Is the applicant registered/subscribed to the Update Service? (Please tick) | Yes |  | No |  |
| Do they want us to use their registration to apply for their OCC Badge? (Please tick) | Yes |  | No |  |

**This part of the form must be completed for all Taxi Driver OCC Badging applications.** (Taxi Drivers must have a valid/completed Taxi Licence before applying for an OCC Schools & Social Care Identity Badge.)

|  |  |
| --- | --- |
| Licencing Authority: | Taxi License Number: |
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**This part of the form must be completed for all Coach Driver OCC Badging applications.**

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| PSV Licence Number: |
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| Any other relevant information you might like to let us know about regarding this application: |
|  |

This form can be completed electronically or completed by hand and then scanned. Please send via email as an email attachment to [transport.safeguarding@oxfordshire.gov.uk](mailto:transport.safeguarding@oxfordshire.gov.uk) . Please ensure you use/send via Secure ‘Switch’ email. All Service Providers should already have this set up on their email.