

APPLICATION FOR PAID TRAVEL PERMIT – 2011/12

The County Council allows pupils who are not entitled to assistance with transport to school or college to travel on contracted vehicles by purchasing a Travel Permit. Permits are only available on those services marked as “**PERMITS ONLY**”. Services marked “Permits & Fares” operate as registered local bus services where school children without permits can travel on payment of daily fares.

- The cost of a **new** Travel Permit for pupils, both under 16 and Post 16, is £340 per academic year **with the exception of routes 986C (Skipton) and 981C (Eastby & Embsay) where permits are charged at £380 per year (based on a discounted rate of the equivalent commercial bus fare of £3.00 child day return).**
- The cost of a Paid Travel Permit **renewal** for 2011/12 academic year for under 16's is £295 and, for Post 16 students, is £340.
- These charges can be paid in one initial instalment of £295/£340/£380 or by Direct Debit.
- Monthly instalments are taken on the first day of each month between the 1st October 2011 and the 1st June 2012. A direct debit mandate showing payment dates and amounts will be forwarded to the account holder at least 10 working days prior to the first payment being made.
- No Travel Permit will be issued until either full payment is received or the Direct Debit mandate is completed and returned.

The issue of a Travel Permit is subject to the conditions stated below. **Please note that travel is not guaranteed at any time and permits may be withdrawn at short notice, subject to the availability of seats, in which case a proportional refund will be made.** The County Council will not provide additional capacity or divert vehicles from their normal route to accommodate this application.

Paid Travel Permit Applications should be returned to Integrated Passenger Transport in an envelope clearly marked “**Private & Confidential**” to the following address (at present we are unable to accept electronic applications):

Travel Permit – Finance
Integrated Passenger Transport
North Yorkshire County Council
County Hall, NORTHALLERTON
North Yorkshire. DL7 8AH

CONDITIONS OF ISSUE OF A PAID TRAVEL PERMIT

1. The issue of a Paid Travel Permit only allows a pupil to occupy a spare seat in a hired vehicle provided for pupils entitled to FREE transport. In no circumstances will journeys be operated solely for the benefit of pupils holding Paid Travel Permits.
2. The Permit shall be valid only for the period shown subject to Conditions 3, 6, 7 and 8.
3. The County Council reserves the right to withdraw the Permit at any time if the place occupied by the holder is required for a pupil having a prior right of such a place or for any other reason whatsoever at the discretion of the Authority. Any refunds/payments will then be calculated.
4. Where a new Permit is issued after the commencement of the academic year in September, the charge for such Permit will be calculated on a daily basis.
5. Refunds will be considered only in the context of Paragraph 3 above and in the following circumstances:
 - (a) If the pupil has been absent from school because of illness or other reasonable cause for a continuous period of not less than three weeks during the school term for which the Travel Permit is valid. In these circumstances a claim should be submitted to the Corporate Director, Business & Environmental Services.
 - (b) If the pupil ceases to travel because of removal from the area. In these circumstances the Permit must be returned to Integrated Passenger Transport and any refunds/payments will then be calculated from the date the Permit is received.
6. Whilst every endeavour will be made to maintain the regularity of the service and identify that room is available in the vehicle before issuing a Permit, the County Council accept no liability in respect of the late running or non-arrival of vehicles or any lack of accommodation therein.
7. The issue of a Permit does not place the Authority under any obligation to extend or divert the normal route of the vehicle.
8. The Permit must be carried by the holder on each occasion a journey is undertaken and shown to the Driver, Passenger Assistant or any authorised Officer of the County Council as appropriate.
9. The issue of this form is **NOT** an offer of a transport place nor does its completion by you and your sending of the appropriate remittance guarantee a seat, it only places you in a queue for any **spare places which may** be available after completion of allocation of seats to those pupils who are eligible for transport assistance. Should no spare places be available then reimbursement of monies paid will be made as soon as possible.



North

Yorkshire County Council



Please fill in the whole form, excluding official use box, using a ball point pen and send it to:

North Yorkshire County Council
Business & Environmental Services
Integrated Passenger Transport
County Hall Northallerton
North Yorkshire DL7 8AH

Instruction to your Bank or Building Society to pay by Direct Debit

Originators Identification Number

4 2 4 0 2 7

Name(s) of Account Holder(s)

Empty box for account holder name

Bank or Building Society Account Number

Empty box for account number

Branch Sort Code

Empty box for branch sort code

Name and Full Postal Address of Your Bank or Building Society

Form with fields: To The Manager, Bank/Building Society, Address, Postcode

Reference Number (for Office Use)

Reference number grid with letters I, P, T, U

FOR North Yorkshire County Council OFFICIAL USE ONLY
This is not part of the instruction to your Bank or Building Society.

Address of Account Holder if different from that of the pupil

Empty box for account holder address

Instruction to your Bank or Building Society

Please pay North Yorkshire County Council Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee...

Signature(s) field

Empty box for additional information

Date field

Banks and Building Societies may not accept Direct Debit instructions for some types of account

This guarantee should be detached and retained by the Payer.

The Direct Debit Guarantee



- This Guarantee is offered by all Banks and Building Societies that take part in the Direct Debit Scheme.
If the amounts to be paid or the payment dates change North Yorkshire County Council will notify you 10 working days in advance...
If an error is made by North Yorkshire County Council or your Bank or Building Society, you are guaranteed a full and immediate refund...
You can cancel a Direct Debit at any time by writing to your Bank or Building Society.