

LOST / STOLEN / DAMAGED BLUE BADGE – BB 005

If you lose your Blue Badge you must obtain a lost property number from Police Scotland.

If your Blue Badge was stolen you must obtain a crime reference number from Police Scotland.

In either case, call your local police using the 101 or 01786 289070 non-emergency numbers – do not call the emergency numbers 112 or 999 just to report the badge lost or stolen after the event.

Enter the details given by Police Scotland in section 4 on page 3.

If you damage your Blue Badge, enclose the damaged Badge with this form [you do not need to inform the Police about damaged Badges]

Please advise why you need a replacement badge.

Reason why original badge has gone missing	Please tick one category
1. Lost	
2. Stolen	
3. Damaged	

Failure to complete all sections of this form may result in this form being returned to you and a delay in the issue of a replacement. A replacement Blue Badge can only be issued with the same expiry date as shown on the lost/stolen/damaged Badge.

If you would like support to complete this application, please contact one of the two Citizens Advice Bureaux in Midlothian:-

- Dalkeith, 8 Buccleuch Street, EH22 1HA – 0131 660 1636
- Penicuik, 14a John Street, EH26 8AB – 01968 675259

After completion, please return this Blue Badge replacement form with the payment of £20

Either by post to:-

Travel Permits and Passes Team,
Midlothian Council,
Midlothian House,
Buccleuch Street,
Dalkeith,
EH22 1DN

£20 payment can only be accepted
by cheques made payable to
“Midlothian Council”

Or in person to:-

**Midlothian Council
Buccleuch House
1 White Hart Street
Dalkeith
EH22 1JN**

**Newbattle Library
Newbattle Community Campus
Newbattle Way
Easthouses
EH22 4SX**

**Mon, Tue, Thu
Wed
Fri
Saturday
Sunday**

**0900-1700
1000-1700
0900-1530
Closed
Closed**

**Mon, Thu
Tue
Wed, Sat
Friday
Sunday**

**0930-2000
1300-2000
0930-1245
0930-1645
Closed**

£20 payment can be made at Buccleuch House by cheque, cash or credit/debit card

£20 payment can be made at Newbattle Library by cheque or credit/debit card [NOT cash]

Enquiries about completing form – check with the Travel Permits and Passes Team at Midlothian Council on 0131 561 5455 or email ptu@midlothian.gov.uk

1. Personal Details (Please print details)

First Name(s): _____

Surname: _____

Title: _____

Gender – Male _____ Female _____

Date of Birth [DD/MM/YYYY] _____

Address in Midlothian _____

Postcode _____

Home Landline Phone Number: _____

Mobile Phone Number: _____

E-mail: _____

2. Details of Loss/Theft

Brief description of the circumstances of the loss/theft including where/when event took place.

Date _____ Time: _____

If you would like to know how Midlothian Council collects, uses and shares your personal information, please visit our website www.midlothian.gov.uk/privacy to access our online Privacy notice.

3. Details of lost/stolen Blue Badge (if known)

Serial Number: _____

Expiry Date: _____

4. Police Details

Lost Property/Crime Reference No: _____

Police Station to which you reported the loss/theft: _____

Name/Police Number of Police Officer to whom the loss was reported

5. Declaration

IT IS A CRIMINAL OFFENCE TO MAKE A FALSE STATEMENT TO OBTAIN A BLUE BADGE FOR YOURSELF OR ANY OTHER PERSON.

IT IS A CRIMINAL OFFENCE TO ALLOW YOUR BLUE BADGE TO BE USED BY ANY OTHER PERSON.

WE WILL REPORT ANY PERSON SUSPECTED OF EITHER OFFENCE – A CRIMINAL PROSECUTION COULD LEAD TO A MAXIMUM FINE OF £2,000.

I declare that::

The information given is correct and that I have reported the loss/theft of my Badge to the police. I am now no longer in possession of a Blue Badge issued by Midlothian Council or any other authority.

I understand that it is a criminal offence to make a false statement to obtain a Blue Badge for myself or any other person.

I understand that it is a criminal offence if I were to allow my Blue Badge to be used by anyone else.

If I cease to reside at the address given above I must inform Midlothian Council as the issuing authority

I understand that if I no longer need the use of my Blue Badge I must return it to Midlothian Council as the issuing authority.

Signed(Applicant only) Date

All Blue Badges for Scotland, England and Wales are printed on a special machine located at Banbury in Oxfordshire.

Your replacement Blue Badge will be sent from Banbury by Second Class Mail direct to your home address.

BB 005



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