



Torfaen Allowance Scheme Application Form

TORFAEN
COUNTY
BOROUGH



BWRDEISTREF
SIROL
TORFAEN

Please complete in capital letters

*Surname *First names

*Mr / Mrs / Ms / Other *Date of Birth

*Tel No. (Home) Mobile Number

*Address.....

.....

*Postcode.....

**Mandatory fields*

Please indicate if you already have a Torfaen Leisure Card

Please indicate which category you are applying for:

Low Income Support

(Please tick which benefit you are receiving)

- Income Support
- Job Seekers Allowance (Income Based)
- Housing Benefit / Council Tax Benefit (not a reduction)
- Working Tax Credit (where an employee is registered with a disability)
- Child Tax Credit (health care costs exemption certificate holders only)
- Pension Credit (not Pension Savings Credit)
- Health Certificate HC2
- Social Services funded Residential Home Occupants
- Employment Support Allowance E.S.A (income related allowance)

Other Schemes (Please specify)

Please note, if you are over 60 years of age, you will automatically be set up to access our free swimming scheme.

(NB. You will be required to provide (non returnable) copies of evidence of acceptance into any of the above benefits/schemes or a letter of scheme admittance. If sufficient evidence is not enclosed, your application cannot be processed).

Please read the Terms & Conditions of this scheme before signing.

I confirm that the information I have given is correct and I agree to be bound by the terms and conditions of this scheme.

*Signature of Applicant: *Print Name:

Discounted free use will cease should this subsidised scheme be withdrawn by the funding body or by Torfaen County Borough Council.

The information provided in this application form will be held and processed by TCBC strictly in accordance with the provisions of the Data Protection Act 1998. It will be used strictly for the purpose of administering this scheme and for providing information updates to customers. It will not be forwarded to any third party organisations without your permission. Please note it is a requirement of this scheme that your photograph be taken for the purpose of card identification. All photographs will be stored on a secure database.

We may from time to time send you information about free swimming and other services available from Torfaen Health & Wellbeing, please tick this box if you do not wish to receive this information. If you do not wish to be contacted by telephone for purposes of monitoring the services we provide for you, please tick this box

Equality Monitoring:

In order to monitor the Council's success in making sports and leisure services more accessible to all, we would be grateful if you could provide the following information.

Male/Female Do you consider yourself to have a disability? Yes/No

Ethnicity (please circle appropriate group):

(**A** White, **B** Mixed, **C** Asian or Asian British, **D** Black or Black British, **E** Chinese or other ethnic group)

First language: Second Language:

Terms & Conditions of this Scheme:

1. The *Torfaen Allowance Scheme* is subject to renewal (based on the period of entitlement stated on the evidence you submit with your application, subject to you remaining eligible for your specified scheme) and must be renewed in advance of expiry. If your card expires before you have received your renewal, or if you are no longer entitled to the scheme, you will be required to pay the undiscounted rate.

2. If accepted into this Scheme, your eligibility for discounted rates will be programmed into your Torfaen Leisure Card which you will need in advance to apply for this allowance.

3. The Card remains the property of Torfaen County Borough Council and must be returned on demand.

4. All customers must produce a valid Torfaen Leisure Card on arrival or the full price of your chosen activity will be charged.

5. It is the Card Holders responsibility to notify the Leisure Facility immediately (in writing) of any change in circumstances which would affect entitlement to this scheme.

6. Use of equipment - In the absence of any negligence or breach of any legal duty by Torfaen CBC, the use by the member of any of TCBC leisure centre equipment or facilities is entirely at the member's own risk. It is the member's responsibility to ensure that they do not suffer from any medical conditions which would prevent them from safely using the equipment.

7. Valuables and liability -In the absence of any negligence or breach of any legal duty, Torfaen CBC shall not be responsible for or liable to the member for any loss or damage to a member's possessions which are not locked into one of the lockers provided. The member will not place any combination of items worth more than £100 into a locker. It is the member's responsibility to check that the locker is properly locked and secure before leaving their possessions in it. The member will be responsible for any

loss or damage to their possessions to the extent that they have not carried out their duty to check and secure the locker used and has placed items worth more than £100 into the locker. Torfaen CBC will be responsible for loss or damage to the member's possessions to a maximum of £100, but only if a TCBC leisure centre has been negligent or breached any other legal duty it has to the member. Torfaen CBC will not be responsible for the actions of a third party. Members are not permitted to store items in the lockers whilst they are not attending the facility.

8. Torfaen CBC may from time to time change or add to these terms and conditions for security, legal or regulatory reasons. We will give you at least thirty days written notice of any change or additions.

9. Damaged, defaced or illegible Leisure Cards are invalid and will be retained and destroyed.

10. The Torfaen Leisure Card (with Allowance eligibility) can only be used by the named Card Holder and cannot be transferred to, or used by another person. It is an offence to use a Card that does not belong to you or for which you are no longer eligible.

11. It is an offence to knowingly assist or enable any person to obtain discounted rates under the Torfaen Allowance Scheme, to which he/she is not entitled.

12. Please allow up to 10 working days for your Torfaen Allowance Scheme application to be processed.

13. The Scheme criteria may be subject to change and customers will be notified accordingly.

14. Discounted free use will be removed should this scheme cease to operate.

15. All Torfaen Allowance Scheme applications are only accepted by post. The postal address is: Leisure Card Admin Team, Pontypool Active Living Centre, Trosnant Street, Pontypool TORFAEN NP4 8AT.

Office Use:

Centre Received:

Processed by:(print name)

Card No.

(Evidence checked – specific documents):

Proof of residence

Date Received:

Member No

Proof of age:

Proof of Benefit/Scheme

For further information, contact your local leisure centre or call the Leisure Card Hotline on 01495 742226 or email leisurecard@torfaen.gov.uk