

17 December 2024 – V2.0

## Exemption Application Document Guidance

### ***Required Documents for 3rd Party Exemption Applications - Children (under 16 years old)***

One document required;

Birth Certificate with applicant and blue badge holders name present.

Child Benefit or Tax Credit letter with applicant and blue badge holders name present.

Adoption certificate with applicant and the blue badge holders name present.

---

### ***Vulnerable Customers***

One document required;

Power of attorney letter with applicant and blue badge holders name present.

Letter from relevant Care Institute with applicant and blue badge holders name present.

*Alternative documentation can be considered on a case-by-case basis if neither Power of Attorney nor a care institute letter is available. Please call our Customer Contact Centre on 0191 574 0031 to discuss your requirements.*