MyBus fast track booking form

We recommend that you register your details prior to booking MyBus by completing and returning this form, along with a recent passport sized photograph for your fast track booking card. This will speed up the booking process and enable you to let us know about any special requirements you may have such as requiring a wheelchair space.

Completed forms, photographs and any supporting documentation required should be sent to: SPT, MyBus, Buchanan Bus Station, Killermont Street, Glasgow, G2 3NW.

**Personal Information**

<table>
<thead>
<tr>
<th>Title:</th>
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<tbody>
<tr>
<td>Surname:</td>
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<td>Forename(s):</td>
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<tr>
<td>Date of birth:</td>
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<tr>
<td>Address:</td>
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<td>Mobile telephone number:</td>
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<td>E-mail:</td>
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**Concessionary travel information**

Do you have a concessionary travel card?  
Yes ☐  No ☐

If yes:
Please indicate what category of card this is?  
- Disabled ☐  Blind ☐  Elderly ☐

Is this a companion card?  
Yes ☐  No ☐

Please provide your travel card number:  

<table>
<thead>
<tr>
<th>Allowances</th>
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<tbody>
<tr>
<td>Attendance allowance</td>
</tr>
<tr>
<td>Disability living allowance mobility component (higher rate)</td>
</tr>
<tr>
<td>PIP Mobility (enhanced rate)</td>
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<tr>
<td>War pensioners’ mobility supplement</td>
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</table>

**Accessibility requirements**

Are you registered blind?  
Yes ☐  No ☐

If yes, please provide your blind registration number:  

Do you have hearing difficulties?  
Yes ☐  No ☐

Do you use a wheelchair?  
Yes ☐  No ☐
Do you have a guide dog?  Yes [ ]  No [ ]
Do you use a walking stick or a walking frame?  Yes [ ]  No [ ]
Do you need to take an escort to accompany you on journeys?  Yes [ ]  No [ ]
Do you have a medical condition that prevents you from using or makes it very difficult for you to use public transport?  Yes [ ]  No [ ]
If yes, please provide details

To enable us to facilitate your accessibility requirements, we may contact your doctor for further information. Please provide your doctors details below.

Doctor: [ ]  Tel no: [ ]

**Declaration**

Please read the following information carefully before signing:

I consent to the processing by Strathclyde Partnership for Transport of my personal data (including special category data) shown in, and for the purposes outlined in, the information notice contained within this form.

Signature: [ ]  Date: [ ]

**General Data Protection Regulation**

Under the terms of the General Data Protection Regulation (GDPR), Strathclyde Partnership for Transport, as data controller, is required to provide you, the data subject, with notice of the kind of data that we will be/are processing, the purposes for which we will be/are processing your data, the source of the data that we process and who we might share it with.

We process the following data:
- personal details such as name, address and date of birth;
- details relating to health;
- employment details.

We process the above data for the following purposes:
- to administer the MyBus scheme;
- to make decisions relating to eligibility under the scheme;
- to develop improvements to the scheme;
- to develop new schemes;
- to monitor the effectiveness and efficiency of the scheme;
- market research and analysis;
- training and testing purposes.

In carrying out the above purposes, we may transfer personal data relating to you to the following third parties:
- unitary authorities;
- medical practitioners;
- social work departments;
- operators of MyBus services.

You will be the principal source of any data that we process. We may, however, also receive information from relevant health professionals. In order to process your registration/renewal/replacement for a MyBus card, it may be necessary for us to process your special category data, in particular data relating to your health. We require your explicit consent to process such data. Accordingly, you should be aware that by signing the registration form you are providing your explicit consent for us to process your sensitive personal data for the purposes outlined above. As data subject, you have a number of rights under the GDPR in relation to the data which we process about you. One of these rights is a subject access right. In effect this means that you have the right to have a copy of the data which we process about you which is held in our electronic and/or manual records. If you want to exercise your right of a subject access, or if you have any other data protection queries relating to MyBus these should be addressed in writing to the Senior Legal Advisor at SPT, 131 St Vincent Street, Glasgow G2 5JF.

**How did you hear about the MyBus service?**

Newspaper/Magazine [ ]  Leaflet [ ]  Radio [ ]  Word of Mouth [ ]
Social Media [ ]  Poster [ ]  Other [ ]

I would like to receive the MyBus newsletter to keep informed of service updates.

**Check list**

Completed and signed form [ ]  Recent passport sized photograph [ ]
Evidence of any Department for Work and Pensions allowance (if required) [ ]

Please return to:
SPT, MyBus
Buchanan Bus Station
Killermont Street
Glasgow G2 3NW