

Companion Card Application Form

From August 2025
nexus.org.uk



Companion Card

Available to eligible residents of Tyne and Wear who receive certain allowances and need a companion to make all, or some, journeys by local public transport.

1. Your personal details

The information you give on this form will be used to assess your eligibility to join the Companion Card scheme and will be processed in accordance with the Data Protection Act 1998. This Act restricts who may have access to your information.

Title (Mr/Mrs/Miss/Ms/Other)

First name(s)

Surname

Date of Birth / / **Male** ☐ **Female** ☐

Address

Postcode

Telephone

Mobile phone number

(if applicable)

Email address

(if applicable)

Name of your council

2. Assessing your eligibility

You will qualify for membership of the Companion Card scheme if you receive one of the following benefits and can provide documentary evidence. Please tick any boxes that apply.

You will need to provide a copy of your certificate of entitlement or entitlement notice. If you do not have your certificate, details on how to obtain a new copy are given below. If you have a letter which states that you are entitled to the allowance indefinitely, we will accept that instead.

Higher Rate Care Component of Disability Living Allowance

☐ I enclose a copy of my certificate of entitlement or entitlement notice, dated within the last 6 months.

Higher Rate Mobility Component of Disability Living Allowance

☐ I enclose a copy of my certificate of entitlement or entitlement notice, dated within the last 6 months.

High Rate Attendance Allowance

☐ I enclose a copy of my certificate of entitlement or entitlement notice, dated within the last 6 months.

If you cannot produce your certificate of entitlement, a replacement may be obtained from the Disability Benefits Agency at the Department for Work and Pensions (telephone: 08457 12 34 56 (Lo-call rate)).

Mobility component of the War Disablement Pension (WDP)

☐ I enclose a copy of my WDP decision letter

Personal Independence Payment (PIP)

☐ I enclose a copy of my PIP decision letter, showing either that:

- I have scored at least 8 points in either the Communicating Verbally or Planning or Following a Journey sections or
- I am in receipt of or have been awarded the enhanced rate (meaning I have scored at least 12 points) of the Mobility component of PIP

3. Concessionary Travel Pass

If you already have a Nexus Concessionary Travel Pass

(the card you use to travel for free on local buses) please enter the 18 digit number on the front of the card here:

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If your application for a Companion Card is successful, you will have to surrender your CT pass, which will be deactivated, and a Companion Card will be issued in its place.

3a. If you are applying for a Companion Card with Nexus for the first time and you are disabled, and do not have a Nexus Concessionary Travel Pass.

In addition to the documents listed in section 2 you will need to send us proof that you are entitled to a Concessionary Travel Pass for Tyne and Wear residents who are disabled.

Everyone applying for the Concessionary Travel Scheme on grounds of disability has to be initially assessed by the Social Services department of their Local Authority. You should, therefore, contact them for advice on what you need to take with you.

See **nexus.org.uk** for current contact details.

If you are eligible for a Concessionary Travel Pass, you will be given a Confirmation of Eligibility form.

If you qualify for a CT Pass for Tyne and Wear residents who are disabled and attend college or are in paid employment for at least 15 hours a week, you can apply for an All Day Concessionary Travel Pass, which can be used at any time.

You need to send us:

- A passport sized colour photo attached to the application form in the box provided.
- Your Confirmation of Eligibility form
- Proof that your permanent address is in Tyne and Wear – for example a council tax, gas, electricity or phone bill - please send a photocopy if you are applying by post.
- All Day Pass applicants – a letter from your employer/tutor confirming that you will be attending paid work or college for at least 15 hours a week for 6 months or more. This must be on official letterhead, be dated within the last 3 months and must not be a photocopy.

3b. If you do not have a Nexus Concessionary Travel pass for older people and you wish to apply for a Companion Card with Nexus for the first time.

In addition to the documents listed in section 2, you will need to send us proof that you are entitled to a Concessionary Travel Pass for older people living in Tyne and Wear.

You need to send us:

- A passport sized colour photo attached to the application form in the box provided
- Proof of your age – for example your passport, driving licence or birth certificate
- Proof that your permanent address is in Tyne and Wear - for example a council tax, gas, electricity or phone bill – please send a photocopy if you are applying by post.

4. Declaration of consent

The personal information that you provide on this form will be held by Nexus in accordance with the Data Protection Act 1998 and will be used for the purpose of assessing your eligibility to receive the Companion Card service and to manage, monitor and evaluate the service only. Information about you will not be used for any other purpose.

Nexus are under a duty to protect the public funds they administer and may use the information you have provided for the prevention and detection of fraud.

Please sign the following declaration: I declare that the information given on this form is true in all respects. I also confirm that I need a companion to make all, or some, journeys by local public transport. If a companion is required, they will accompany me throughout my entire journey. I understand that you will withdraw my application/Companion Card if I have given any information on this form which is wrong or untrue, or any supporting documentation which is false or fraudulent.

Applicant's signature

Date

If you are unable to sign the declaration yourself it may be signed on your behalf by your relative/spouse/friend.

If you are under 16 years of age your parent or legal guardian must sign this form.

Authorised signatory

Print name

Relationship to applicant _____

Important checklist

Please ensure that this form is fully completed, as it will be returned if it is incomplete. Your application will be delayed if all necessary documents are not enclosed.

Please tick

- ☐ **Have you or your authorised signatory signed the declaration?**
- ☐ **Have you enclosed copies of documentary evidence of benefits received?**
- ☐ **Have you entered your ENCTS number**
(if you already have a Concessionary Travel Pass).

What happens next?

Sealed application forms should be returned to:

Customer Services, Nexus Head Office, The Spark, Newcastle Helix, St James Boulevard,
Newcastle, NE4 5DE

We will assess your application and if it has been successful a Companion Card will be sent out to you.