

TEST VALLEY COMMUNITY TRANSPORT SCHEME
“WHEELS TO WORK” MOPED LOAN SCHEME
REFERRAL (APPLICATION) FORM



This form should be completed by the applicant in the presence of the Referring agent and should be forwarded to Test Valley Community Services (2nd Floor East Wing, Wessex Chambers, South Street, Andover, SP10 2BN) by the Referring agent.

1. Name of applicant
Male/female Date of birth
Address
.....
..... Post Code
Telephone numbers: Home
Mobile
2. Referring agency
Name of referring person
Relationship to applicant
Address
.....
..... Post Code
Contact telephone number
Contact email address
3. Name and address of Guarantor
.....
.....
Relationship to applicant
Contact telephone number
4. Date from which moped would be required

Applicant's situation

Please indicate, by ticking the boxes below, any of the following criteria that the above young person meets:

- Lives in a rural area
- Has no suitable public transport
- Has no suitable private transport
- Needs to access employment and has been offered a position
- Needs to find employment
- Needs to access work-based training
- Will get a positive outcome through use of the moped
- Is aged 16 - 18
- Is aged 18 - 25

Please give details as to why the public transport is **not** suitable for this person to use:

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Why is it **not** possible for the hirer to obtain a lift from a friend / colleague / member of family?

.....

Place of employment if applicable

Place of work-based training if applicable

Length of journey from home to employment

Is it possible for the moped to be used to get to a point where they can access public transport for the remainder of the journey (e.g. a railway station)?

.....

Expected outcome (i.e. how will the loan make a positive difference to the hirer?):

.....

.....

Other relevant details which you wish to include to support your application:

.....

Long-term transport plans

The normal loan period is six months, in order to assist the maximum number of young people. This may be extended to a maximum of one year in exceptional circumstances.

Hirers will be expected to use the period of hire to make their own transport arrangements independent of the moped loan scheme once the hire period terminates.

Please outline below how you plan to address your transport problems over the next six months and how the moped loan scheme fits in with this.

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Driving licence and CBT:

Do you have a full/provisional licence with motorcycle entitlement?

If so, please give licence number

Have you ever ridden a moped/motorcycle?

Do you hold a valid CBT (Compulsory Basic Training) certificate?

Interview

Before confirming the loan, applicants are interviewed informally in the presence of their Referring agent, and, if possible, the guarantor. This is to confirm the details of the application, to ensure all parties understand their responsibilities and the Terms and Conditions of Loan, and to sort out relevant documentation.

Do you have any times during the average week when you would **not** be available for an interview?

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INSURANCE DECLARATION

Test Valley Community Services insure the machine and hold the policy documents and certificate of insurance.

Please circle your answer :

Have you ever been involved in a motor accident or made a claim against a motor insurer in the last three years, or have any claim pending? YES NO

Have you been convicted of any motoring offences or had a licence suspended in the past five years, or have any prosecution pending? YES NO

Have you been convicted of any offences involving dishonesty of any kind (e.g. fraud, robbery, theft, arson or handling stolen goods)? YES NO

Have you ever suffered from any physical or mental infirmity, diabetes, heart condition or fits? YES NO

Have you ever been refused, quoted an increased premium or had special terms imposed by an insurance company? YES NO

Have you been resident in the United Kingdom for less than three years? YES NO

If the answer to any of the above is 'yes', it may not exclude you from the scheme, but you must give full details on a separate securely attached sheet. Your application will be subject to approval by the insurance company.

IF ANY OF THE ABOVE CHANGES BEFORE OR DURING THE HIRE PERIOD, IT IS YOUR RESPONSIBILITY TO INFORM THE TEST VALLEY COMMUNITY TRANSPORT MANAGER IMMEDIATELY

I declare that to the best of my belief all the statements made above are true and complete and all other information I have given relating to my application for a moped loan is true, correct and complete and that I have not withheld any material fact which might influence an insurer in the acceptance of the risk. I understand that any misrepresentation or change in circumstances could result in the withdrawal of the moped loan.

Signed (applicant)

Name (Print)

I confirm that this form was completed with my assistance and that the applicant has fully understood the form.

Signed (Referring agent)

Name (Print)

Date