The Milton Keynes All in 1 MK Card

Effective June 2018

Application information

Use it your way
What is the All in 1 MK Card?

The All in 1 MK Card is:

- A form of identification (with national PASS accreditation) for children and young people
- A travel concessionary card

...all rolled into 1 card!

Can I apply for an All in 1 MK Card?

To qualify for the scheme, you must be:

- Aged between 5 and 18 years
- A permanent resident of Milton Keynes or attending school/college/training establishment in Milton Keynes
- In full or part time education
- Not in education - a pass will only be issued if the Youth Advice and Guidance Service can verify your details. They hold drop-in sessions in Central Milton Keynes at the Job Centre on Tuesday and Thursday mornings from 09:30 to 12:30 and Library Monday to Friday from 13:00 to 16:00. They can be contacted on 01908 254410. If the Youth Advice and Guidance Service do not hold your details, a pass cannot be issued.
- Home schooling - post directly to address on back page.

If you are 18 years of age you qualify up to and including the day before you turn 19 years.

Please note: You will need to re-apply for a card at the age of 12.

How do I apply?

Step 1 Complete the form in this leaflet

Step 2 Take the form, your £5.00 cheque/postal order payment/payment details (we are unable to accept cash) and a passport sized photo to your school/college/training establishment

Step 3 The school/college/training establishment will stamp the form as proof that you are in full-time education. If you are attending a non-compulsory full time further education course, a letter of confirmation from the school/college is also required, stating the nature and duration of the course

Step 4 The school/college/training establishment will send the form, with the photo, along with your payment to the All in 1 Card Section at Milton Keynes Council and your card will be processed as soon as it is received. Your card should arrive 7 - 10 days after processing.
Please return the form to your School / College / Training Establishment

To be completed by School:

School Checklist

Have you?

☐ Checked the student’s details, including eligibility for a free pass
☐ Checked the photograph size and quality (must be colour)
☐ Countersigned the form
☐ Stamped the form
☐ Checked payment details have all been completed (£5.00) (we are unable to accept cash)
☐ Completed the batch sheet

Date posted by School       /       /

Authorised Signature
All in 1 MK Card application form

Please complete this form, sign, enclose your payment of £5.00 and attach your photograph overleaf and hand to your school/college/training establishment.
Please write in ink using CAPITAL LETTERS and tick boxes where appropriate.

1. Surname/Family name

2. Mr ☐ Mrs ☐ Ms ☐ Miss ☐
Other ☐

3. First names

4. Date of Birth D D M M Y Y Y Y

5. Male ☐ Female ☐

6. Address

7. Telephone
Home: Mobile:

8. Email address

9. I confirm I will adhere to the conditions of use (see website) ☐

10. Choose your card colour (select only one):
Green ☐ Pink ☐ Blue ☐ Orange ☐
The photograph must
- be in colour, not black and white
- be clear and in sharp focus
- be taken with nothing covering the face
- be a close-up of head and shoulders
- be taken with eyes open and clearly visible
- show the applicant's full head, without any head covering, unless this is worn for religious beliefs or medical reasons

All in 1 MK card holder / Parent or Guardian
I understand that providing false information may be a criminal offence under applicable legislation e.g. the Fraud Act 2006 in the UK;
I understand that the Buscard Scheme will not issue a card unless all requirements for card have been met.

Signature

Date

☐ New Application - £5.00 (non-refundable)
☐ Renewal application - pass expiring/expired (£5.00) (non-refundable)
☐ Replacement - lost/stolen/damaged (£10.00) (non-refundable)

Buscard Data Protection Privacy Notice
We collect and use information about you so that we can provide you with the Buscard issuing services under Legislation. Full details about how we use this data and the rights you have around this can be found at http://www.milton-keynes.gov.uk/privacy.

For verifiers use only
We confirm applicant details match the official records; that we know the applicant; and that the applicant is the person to whom the official records pertain.
We understand that providing false information may be a criminal offence under applicable legislation e.g. the Fraud Act 2006 in the UK.
We confirm that the photograph is an accurate likeness (at the time of the application) of the applicant. We consent to being contacted if required to confirm any of the details supplied.

Stamp of Verifier’s Organisation

Date

School/college/training establishment

Name of Authorised Signatory

Signature

Date

If you have any data protection queries, please contact the Data Protection Officer at mailto: data.protection@milton-keynes.gov.uk

From time to time we may send you details of events and services of interest to All in 1 MK card holders by phone, fax, email or text message.

☐ Please tick this box if you AGREE to receive details in this way.

N.B. Don’t forget to print your name on the back of the photograph
Please affix passport size colour photo of applicant here (please do not staple)
How much does it cost?

From 1st September 2017 All in 1 MK Cards are issued at a cost of £5.00 (non-refundable).

To use it as a concessionary travel card, you have the following options:
• Single journeys are charged at £1.00
• 10 trip ticket for £10.00
• Weekly ticket for £8.50
• Four weekly ticket for £27.00

Prices correct at time of print.

Each time you travel you must show your All in 1 MK Card and your paper ticket to the driver.

Stagecoach only issue single trip tickets; all other operators issue all three ticket types.

We will not refund bus fares incurred while applications for new or replacement passes are being processed.

Using the All in 1 MK Card as a form of identification:

The All in 1 MK Card can be used as a form of identification in places where you need to prove your age, such as when buying age restricted products, eg. DVDs or when entering an age restricted location, i.e. the cinema, as long as the place where it is being presented accepts it as a form of ID.

Having difficulties with your All in1 MK Card?

If you have any queries about your All in 1 MK Card, contact us on 01908 252558, or email: buscards@milton-keynes.gov.uk

Any difficulties experienced with bus services should be directed to the bus operator directly in the first instance.

Using the All in 1 MK Card for travel:

The All in 1 MK Card can be used on most local buses within the Milton Keynes Council area. They cannot be used for cross-boundary travel. Money lost due to lost tickets is non-refundable.

There is no time restriction.
Lost validation receipts

It is important that you look after your tickets, as we are unable to refund any monies or provide a duplicate ticket in case the ticket is lost or mislaid. You will need to purchase a further ticket if your original is lost, destroyed or mislaid.

Lost/Stolen All in 1 MK Cards

Lost/stolen All in 1 MK Cards should be reported as soon as possible by phoning 01908 252558 between 09:00 and 17:15, Monday to Friday (excluding Bank Holidays). A £10.00 non-refundable charge is made for all lost/stolen All in 1 MK Cards, you can make a payment by cheque, postal order, debit or credit card. We are unable to accept cash payments. Stolen cards should be reported to the police. If you have a crime reference number the £10.00 charge will be waived.

All in one MK Bus Card issue fee

The current fee for issuing an All in 1 MK Bus Card is £5.00. We cannot process your application until payment is received. You can pay by Debit or Credit Card. You can also pay by cheque or postal order made payable to “Milton Keynes Council”. We are unable to accept cash.

If you wish to pay by card please telephone us on 01908 252558.

If the applicant is in receipt of FREE SCHOOL MEALS, the All in One MK Card will be issued free of charge.
Milton Keynes Council
All in 1 MK Card Section, Civic Offices
1 Saxon Gate East
Central Milton Keynes
MK9 3EJ
E  buscards@milton-keynes.gov.uk
T  01908 252558

Use it your way
Available in audio, large print, braille and other languages
01908 252558