

# MetroRover Application Form

Please read the notes on the reverse before completing this application

Title Mr  Mrs  Miss  Ms  Other

First Name(s)

Family Name

House/flat No.

House/flat Name

Street

Village

Town/City

Post code

Date of Birth   /   /

National Insurance No.

For renewals only please state:

PhotoCard number

Required start date:   /   /

**Declaration**

I am applying for a MetroRover and certify that I am unemployed as specified in the criteria of eligibility overleaf. If I cease to be unemployed I shall return the complete MetroRover ticket immediately to West Yorkshire Combined Authority, Concessions and Integrated Ticketing, Wellington House, 40-50 Wellington, Street, Leeds, LS1 2DE

Signature ..... Date   /   /

**DATA PROTECTION & PRIVACY INFORMATION**

For the purposes of the Data Protection Act 2018, the 'controller' of the personal data which you provide in the attached form is the West Yorkshire Combined Authority ("The Combined Authority", "we", "us") of Wellington House, 40-50 Wellington St, Leeds LS1 2DE (tel: 0113 251 7272) who are the responsible statutory body for WY Metro.

We process your data for the purposes of completing your purchase of a Metro Rover ticket. This is covered by Article 6(1)(b) of the GDPR which states that processing is necessary for the performance of a contract to which the data subject is party.

We do not retain your data – once your purchase is complete, we securely destroy your application form. To view our full privacy statement, please visit our website: [wymetro.com/privacy-policy/](http://wymetro.com/privacy-policy/)

Attach photograph here



Please remove backing

**FOR JOB CENTRE PLUS USE ONLY**

Date:



**FOR TRAVEL CENTRE TO COMPLETE**

Fee received, certification checked and MetroRover issued by:

Name of issuing Office:

MetroRover Number:

Expiry date:

# MetroRover - bus and train pass for job seekers

## What do I get?

Half-fare travel on almost all bus and train services in West Yorkshire (half of standard adult single ticket, including school and factory services available to the public. Not valid on special services such as football and concerts). Use for any journey, any time, any day of the week, whether for interviews or for pleasure. The 28-day ticket costs only £5. If you travel outside West Yorkshire, you must pay an additional fee at the start of the journey. This fare is calculated from the last stage or station at which your bus or train stops within West Yorkshire.

## You are eligible for MetroRover if...

You are unemployed and actively seeking employment, and you are claiming Universal Credit Full Service and are actively engaging with a Job Centre Plus Work Coach, or you are claiming Jobseekers Allowance (JSA) (including national insurance credits only cases), or Employment Support Allowance (ESA) in the Work Related Activity Group.

## How to get your MetroRover

1. The first time you buy a MetroRover Permit you will need to provide one full face, passport sized photo.
2. Ask your local JobCentre Plus Office to stamp and date this form.
3. Take your completed form to your nearest Travel Centre, together with a fee of £5 and one passport sized full face photograph.
  - Please make sure you complete all relevant sections of the form and make sure it is signed and dated. Enter one letter in each box and leave a blank box between any words.
  - Please use BLOCK CAPITALS
  - Incomplete forms will not be accepted
4. You will be issued with a plastic wallet containing a MetroRover PhotoCard to sign and keep, and a MetroRover Permit valid for 28 days.

## How to apply for your next MetroRover

When your MetroRover expires you can apply for another one by completing another application form, and asking your local JobCentre Plus Office to stamp and date the form, you can use the same PhotoCard, so no photograph is required. Take your completed form to your nearest Travel Centre, where you will have to pay a £5 fee.