**Essential Companion Scheme Application Form **

More information about this scheme can be found in the associated leaflet available from the Box Office. Please read before completing this form.

**Details of the person requiring an essential companion**

**Title: First name: Last name:**

**Address:**

**Postcode:**

**Tel Nos:**

**Daytime: Evening: Mob:**

**If under 18: Date of birth Name of primary carer:**

**In order to provide the best seating for you, please specify the type of disability you have:**

**Disabled but can manage some steps**

**Deaf or hard of hearing**

**Blind or visually impaired**

**Long term or progressive illness**

**Wheelchair user Manual: Electric:**

**Wheelchair user**

**(but prefer to transit to a theatre seat)**

**Please add any additional information as to how your disability affects your access and seating requirements:**

This declaration will be valid for 2 years from the agreed date of registration. The Lights reserves the right to request further information on the individual requirements of the registered individual, to support their assistance and to prevent against fraud.

Membership of the scheme is valid for 2 years, after which members may be required to reaffirm their status.

**I confirm that, in order to access theatre performances at The Lights, I require the presence of an assistant.**

**Signed: Date:**

**Print name (If signed on behalf of the applicant):**

**PLEASE ATTACH PHOTOCOPIED EVIDENCE THAT YOU ARE IN RECEIPT OF DISABILITY LIVING ALLOWANCE OR ATTENDANCE ALLOWANCE OR SIMILAR IF FOR A CHILD**

**\*The Disability Discrimination Act 1995** – A person has a disability if he or she has a physical or mental impairment, which has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities. Please note that a false application could lead to civil proceedings and/or prosecution for offences under the Theft Act 1968. All tickets are subject to availability at the time of booking. The theatre reserves the right to review the availability of tickets within the scheme, to review a member’s eligibility and to revoke that membership following review.

If sufficient information is not provided as evidence of eligibility, benefits of the scheme may not be available. We reserve the right to withdraw or amend the scheme at any time.

**GDPR – General Data Protection Regulations**

The information you provide is protected by GDPR and will only be used for the purpose set out in this document and to maintain records on eligibility. It will not be shared with any other agency. The scheme will be reviewed every two years.

The data controller is Test Valley Borough Council (TVBC)

Carole Moore, Data Protection Officer. Beech Hurst, Weyhill Road, Andover. SP10 3AJ. 01264 368000

You have the right to request access to the information held in addition to the right to rectification and erasure of personal data held about you or restrictions on processing where necessary. You have the right to complain if you feel that your data has been mishandled to the TVBC Data Controller or The Information Commissioner.

**For Office Use Only**

Date received:

Any additional information requested to enable processing:

Accepted / Declined\* Date:

\*Reason application declined:

Signature: