

**Shopmobility** **Membership Application Form**

**Confirmation of booking will be finalised once this application form has been completed and returned to the office**

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| --- | --- | --- | --- | --- | --- |
| **Title** |  | **Surname** |  | | |
| **Forenames** | |  | | | |
| **Address** | |  | | | |
| **Post Code** | |  | | | |
| **Tel Number** | |  | | **Mobile Number** |  |
| **E-mail** | |  | | | |
| **Date of Birth** | |  | | | |
| **Please Indicate why you require the service** | | **Age (60+)** **Disability** **Illness** **Geographic Isolation**  **Other** (please state)………………………………………………………  ……………………………………………………………………………… | | | |
| **Emergency Contact**  **Name** | |  | | **Relationship to Member** |  |
| **Tel Number** | |  | | | |
| **Mobile Number** | |  | | | |

**To ensure the correct equipment is supplied please complete below Weight (In Stones)**

**(Please Tick) 1** Up to 13 **2**. 13-17 **3** 17-25

Please let us know if you have any additional support needs:

…………………………………………………………………………………………………………..

How did you hear about the Shopmobility scheme? …………………………………………..

If you would like to join our transport scheme, please call us on 01206 216600 for further information.

**DECLARATIONS**

I wish to become a member of C360 Shopmobility and confirm that I do not have any condition that would prevent me from using any mobility equipment safely. Additionally I declare that I do not take any medication that would impair my ability to safely operate the mobility equipment hired to me.

I understand that it is my responsibility to inform C360 Shopmobility immediately if there is a change in my condition, which would affect my ability to safely operate the mobility equipment hired to me and agree to undertake a new assessment.

I confirm that I have been instructed in and understand the safe use of the equipment being hired to me, and that I have received, read and understood a copy of C360 Shopmobility Terms and Conditions of Hire, and I agree to abide by these terms and accept responsibility for any equipment loaned to me.

I am aware that the equipment has a recommended weight limit and that I am within that limit.

**Disclaimer:** Use of Shopmobility equipment is limited to Colchester Town Centre only. (Except long term hire equipment). You will be required to leave a cash deposit when hiring equipment long term. Shopmobility reserves the right to refuse or withdraw membership at any time, at our discretion. Additionally, C360 Shopmobility reserves the right to change membership fees at any time if agreed by the Board of Trustees. All items such as crutches, walking frames etc. left in the Shopmobility premises are done so at the owner’s risk. Shopmobility accepts no responsibility for any accidents arising from careless or dangerous use of mobility equipment.   
Delivery and collection of equipment from your car or from Shopmobility by a friend or carer is a discretionary service and therefore may be refused at any time without forewarning.

**Consent under the Data Protection Act 2018 and UK General Data Protection Regulations (UK GDPR)**

At C360 we are committed to protecting your personal information and being transparent about how we collect, process, store, share and dispose of it.

C360 complies with its obligations under the Data Protection Act 2018 and UK General Data Protection Regulations (UK GDPR) by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access, and disclosure and by ensuring that appropriate technical measures are in place to protect personal data. All personal data is kept on central IT systems and is not stored or transported on portable electronic devices.

C360 collects and processes personal information to deliver one or more of our services. Further information can be found on the C360 Privacy Notice which can be found on our website <https://www.community360.org.uk/about/c360-data-privacy-notice/> If you are unable to access our Privacy Notice online and would prefer a paper copy to be sent to you, please let us know.

**Please tick:**

I confirm I understand how my personal information will be processed

as detailed above

I consent to C360 contacting me about other relevant services

If you later wish to withdraw consent, please contact 01206 505250 or email [information@community360.org.uk](mailto:information@community360.org.uk)

***I confirm that I agree to the above declaration and enclosed Terms & Conditions.***

***I confirm that I will provide 2 forms of identification from the list on page 4.***

***(please contact us if you are not able to do so).***

***Please note a refundable deposit will be required for all extended hire on the Apex Rapid Travel Scooter and manual wheelchairs.***

**Day Membership (£5.00)**

**Yearly Membership (£15.00)** 

**Method of Payment**

**I enclose a cheque for £5 / £15 (delete as appropriate) payable to “Community360”**

**I will pay £5 / £15 (delete as appropriate) cash into the office with this form**

**I will pay by internet banking using “CT” followed by my name to:**

**Metro Bank. Sort Code: 230580. Account No: 24189988.**

**Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Name (Block Letters):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Please return this form to: Community 360, Winsley’s House, High Street, Colchester CO1 1UG**

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| --- | --- | --- | --- |
| **Shopmobility - Office Use Only** | | | |
| **Type of ID** | **Confirmation that information corresponds with member** | **X** | **Initial & Date** |
| Passport | Identity- name & photo.  Valid expiry date |  |  |
| Driving License | Identity- name, photo & address  Valid expiry date |  |  |
| Utility Bill | Name & address.  Issued within the last 3 months |  |  |
| Bank Statement | Name & address.  Issued within the last 3 months |  |  |
| Other –  *please specify for building society or other subscribed accounts/pension letters* | Name & address.  Issued within the last 3 months  Please specify type:  ……………………………….......................... |  |  |
| Added to Flexiroute | | |  |
| Application form / Renewal form attached to flexiroute | | |  |

**Customer Copy**

**TERMS AND CONDITIONS OF HIRE FOR SHOPMOBILITY**

When using any C360 Shopmobility mobility equipment I agree to the following conditions:

1. That I have been instructed in, and understand the safe use of the equipment and do not have any condition or take any medication that would impair my ability to safely operate the equipment that is to be hired to me
2. To take care of the mobility equipment in my charge and not to leave the equipment unattended at any time, unless (scooters only) it is safely parked and the key removed. Do not alight from the equipment until it has been switched off and / or the brakes applied.
3. To use equipment with due care and attention at all times, using minimum speed when entering or exiting any premises in the town and also when in public areas and shop.
4. Not to allow any other person to use the equipment hired, or to carry passengers, including babies, children or pets. Also, not to have pets on a lead whilst using mobility equipment.
5. That pedestrians have the right of way, and I will be fully aware of pedestrian safety at all times, especially when reversing or manoeuvring.
6. Equipment must be used on pedestrian walkways only except when crossing roads. When crossing roads use pedestrian crossings whenever possible and always use dropped kerbs due to the low clearance between the ground and the mobility equipment.
7. Not to drink alcohol whilst using mobility equipment.
8. Not to use a mobile phone whilst scooters or power chairs are switched on or in motion.
9. Not to use the equipment outside the designated area as defined by C360 Shopmobility. (except long term hire equipment)
10. Not to hang bags or other items on the handlebars of the equipment.
11. To return the equipment in good condition to a C360 Shopmobility member of staff; no later than the opening hours (Monday – Friday 10am - 4pm).
12. **Cancellation of hire**. Cancellations or “no-show” of booked equipment (particularly for hire of equipment longer than 1 day), must be made at least 1 day before first date of hire. Should cancellation not be received, it will result in a cancellation fee of £5 being charged.
13. **Weekend/Overnight hire** – scooters should not be charged overnight as it is classed as a fire risk. The hirer will be liable for any damage to the scooter. It is advised that scooters are charged during the day within the home environment, not blocking any exits.

Scooters and wheelchairs must be locked away at night. Hirers will be liable for any damage or loss to items hired.

1. That I am responsible for any persons collecting or returning equipment for me and will be liable if that person uses equipment negligently, irresponsibly or in a dangerous manner.
2. To advise a member of staff regarding any incident or damage to equipment whilst in my possession. Users will be charged for any damage arising from careless or dangerous use of the equipment.
3. Battery life of each scooter differs. Weather conditions, incorrect weight details and usage on a gradient can all reduce the manufacturer’s stated maximum battery life. Community360 cannot be responsible for this variation.
4. I understand that parking at Winsley’s House is limited and that it is available as a first come first served basis.

**To book a mobility scooter or wheelchair please phone 01206 505250**

**Community360**

**Shopmobility Membership**

**Membership & Fares from 1st July 2016**

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| --- | --- | --- |
| **Service** | **Annual Membership** | **Fares** |
| **Shopmobility** | £15  (inc Social Car and Book-a-Ride service where available) | £5 Day Membership (if not annual)  **Electric Scooters:**  £3.00 up to 3 hours  £5.00 3 – 6 hours  **Travel Apex Rapid scooter only:**  (*Long term hire is for a maximum of 2 weeks*)  £10 overnight  £20 long weekend  £40 per week  £75 for two weeks  Deposit of £100.00 Payable for all extended hire. Refunded in full on return of scooter in good condition.  **Manual Wheelchairs:** (refundable £20 deposit)  (*Long term hire is for a maximum of 2 months*)  £1.00 per day  £5.00 per week (7 days)  £3.50 weekend (Fri-Mon)  £20.00 per month |

