

# Access Travel Pass



## Information and application form

### Am I eligible?

You may be eligible for an Access Travel Pass if you;

- have a significant permanent physical disability, cognitive condition or mental illness,
- can travel independently
- are unable to consistently touch on and off the myki readers
- are a permanent Victorian resident.

If you need to travel with a companion/carer, you aren't eligible for this pass.

You may be eligible for:

- Companion Card – [companioncard.org.au](http://companioncard.org.au)
- Multi-Purpose Taxi Program – [safetransport.vic.gov.au/on-the-road/multi-purpose-taxi-program](http://safetransport.vic.gov.au/on-the-road/multi-purpose-taxi-program)

If you use a scooter or wheelchair for mobility outside your home, you may be eligible for a Scooter and Wheelchair Travel Pass.

If you are legally blind, you may be eligible for a Vision Impaired Travel Pass – Visit [transport.vic.gov.au](http://transport.vic.gov.au) for more information

### How does it work?

The Access Travel Pass is a registered myki card that gives you free travel on public transport in Victoria. It includes your name and photo, and comes with a lanyard to make it easier to carry.

The Access Travel Pass gives you free travel on:

- trains, trams and buses in metropolitan Melbourne.
- V/Line train and coach services.
- regional town bus services.
- other public transport services.

Customers should check if their free travel pass is accepted before travelling with an interstate or private operator. These include NSW TrainLink, Great Southern Railway, airport services, tourist railways, privately run bus services and chartered trains, trams and buses.

Carry your pass with you when travelling. You don't need to touch on or off, but you'll need to show it to station staff to go through station gates and may be asked to show it to public transport staff.

The Access Travel Pass is free.

### How do I apply?

1. Complete this application form.
2. Attach one colour passport size photo which has been verified – Section 2.
3. Have your health professional complete Section 4.
4. Send the form (flat and unfolded) to:

#### Access Travel Pass Applications

PTV Hub  
PO Box 4724  
Melbourne, VIC 3001

Or deliver in person to:

PTV Hub  
Southern Cross station

**Please note:** We can't process an incomplete form or return forms and photos. Photocopied applications are not accepted

You'll be notified by mail within three weeks with the outcome of your application.

## Contact us



Call: 1800 800 007

Web: [transport.vic.gov.au](http://transport.vic.gov.au)



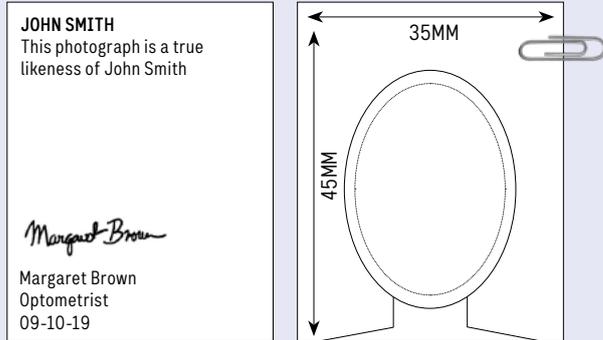
For other languages visit [transport.vic.gov.au/languages](http://transport.vic.gov.au/languages) or call 9321 5450.



## Section 2 - Photo

### 2.1

Attach one recent (no more than three months old) colour, passport size photo using a paper clip only.



### 2.2 Verify your identity

<b>Submitting by post</b>	Ask your health care professional, a Justice of the Peace or a person authorised to witness a statutory declaration, to print your full name on the back of your photo and sign it, certifying it is a true likeness of you. See the example above.
<b>Submitting in person</b>	Your photo can be verified by a PTV Hub employee. You will need formal photo ID to verify your identity.

Your photo is kept on file to make it easier to send you a replacement pass, if needed.

## Section 3 - Applicant or legal guardian/agent declaration

I declare that all information provided and the following is true and accurate, that I/the applicant:

- have a permanent physical disability, cognitive condition or mental illness.
- am unable to consistently touch on or off the myki readers, due to my disability/condition.
- can travel independently on public transport.
- authorise public transport authorities to verify the information in this form and to obtain and disclose any information relating to this application for the purpose of assessing the applicant's eligibility for an Access Travel Pass.
- agree that the applicant's chosen health practitioner may share information about the applicant to help assess the application.
- am a permanent Victorian resident.
- have read, or had explained to me and accept the terms and conditions (Section 5).
- have read or had explained to me and accept the privacy collection notice (Section 6).

Signature of applicant/guardian/agent (Must be 16 years and over)

	Date								
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D	D	M	M	Y	Y	Y	Y		
Name of signatory									
If signed by guardian/agent									
Relationship to the applicant	Contact phone number								

## Section 4 - Health practitioner declaration

**IMPORTANT:** Your complete answers to these questions are critical in the assessment of the applicants eligibility. Please ensure you read and understand the eligibility criteria outlined on pages 2 and 3 before completing this declaration.

### 4.1

- Medical practitioner
- Psychiatrist
- Psychologist
- Physiotherapist
- Occupational therapist
- Specialist (please specify)

### 4.2 Is the applicant's condition permanent and won't improve with time and/or medical treatment?

- Yes
- No

### 4.3 Can the applicant travel independently on public transport?

(i.e. doesn't need help to board public transport or choose the correct route, station, stop or platform)

- Yes
- No

### 4.4 Does the applicant have a significant physical condition that prevents them from consistently touching on and off the myki readers?

- Yes - Complete description below
- No - Go to 4.5

Clearly describe the significance/severity of the applicant's physical condition and how it prevents them from consistently touching on and off the myki readers. **Please note**, just stating the applicant's condition is not sufficient.

4.5 Does the applicant have a significant cognitive condition or mental illness that prevents them from consistently understanding how or remembering when to touch on and off the myki readers?

Yes - Complete description below

No

Clearly describe the significance/severity of the applicant's cognitive condition or mental illness and how it prevents them from consistently touching on and off the myki readers. **Please note**, just stating the applicant's condition is not sufficient.

## 4.6 Declaration

My signature below confirms the following:

- I've provided information that's true and correct.
- I'm not the applicant or a member of the applicant's immediate family.
- I agree to offer all reasonable information to assist Transport Victoria to determine the applicant's eligibility.

Health Practitioner's full name
Patient's full name
Duration of treatment
Contact phone number
AHPRA registration number

Signature	Date							
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D	D	M	M	Y	Y	Y	Y	

Professional stamp (All relevant details must be written in the space below if professional stamp is not provided)

**Please note:** Changes in this section can be made only by the health practitioner and accompanied by their signature (not initials) and professional stamp.

## Section 5 – Terms and conditions

1. This pass is only valid for the person whose photo and name appears on it.
2. You need to carry your pass when travelling on public transport in Victoria.
3. You need to show your pass to a public transport employee, when requested.
4. Your pass remains the property of Transport Victoria. If you tamper with your pass, it may be cancelled.
5. If you lose your pass or it's ever stolen, damaged or becomes inactive, you'll let us know as soon as possible by calling (03) 9619 2710 we'll send you a free replacement pass.
6. The Access Travel Pass is subject to the *Transport (Compliance and Miscellaneous) Act 1983, Regulations*, the Conditions of Use set out in the Victorian Fares and Ticketing Manual, and the Conditions of Use set out above.

## Section 6 – Privacy collection notice

The Department of Transport and Planning (DTP) understands and respects your right to privacy and is committed to privacy protection. The Privacy and Data Protection Act 2014 and DTP's Privacy Policy regulate how we collect and handle your personal information. For more information on privacy, visit [vic.gov.au/department-of-transport-and-planning-privacy](http://vic.gov.au/department-of-transport-and-planning-privacy) or email [privacy@transport.vic.gov.au](mailto:privacy@transport.vic.gov.au)