

# Buddycard Scheme

Ards and North Down Borough Council wants to help disabled people to attend Arts events.

## Why have a Buddycard?

- Many disabled people need someone to help them to attend arts events.
- We call this person a Buddy.
- This means that a disabled person has to pay for their helper.
- Your Buddycard allows your helper to get in free.

## Who can get a Buddycard?

- Any child or adult with a disability and requires assistance to take part.

## How does it work?

- Fill in an application form to get your Buddycard.
- You keep your Buddycard with you.
- You pay for your activity at the Ards Arts Centre, North Down Museum reception or Visitor Information Centres.
- You show your Buddycard when booking and your helper gets in free.
- You don't always have to bring the same helper but each helper **must be verified**.

## What does a Buddy do?

- Your buddy needs to stay with you during the event.

## Where can I use the Buddycard?

- You can use your Buddycard at any Ards and North Down Borough Council arts event.



## Where can I get an application form?

- At North Down Museum, Ards Arts Centre or the Visitor Information Centres in Bangor or Newtownards.
- At reception of the Town Hall in Ards or Bangor
- By phoning the Council it will be posted out. Telephone 0300 013 3333
- On the Council's website at [www.ardsandnorthdown.gov.uk](http://www.ardsandnorthdown.gov.uk)

## What do I do with the form when it is completed?

- Post it to the Arts Section, Ards and North Down Borough Council, Town Hall, Bangor, BT20 4BT or hand it in to the Town Hall reception in Bangor or Newtownards.

## What happens then?

- Arts Section staff will check the details on the form.
- You will be sent your buddycard within a week.
- You can start using your buddycard from the day you receive it.



# Arts and Heritage

## Buddy Card Application

# Ards and North Down Borough Council

## BuddyCard Application

Ards and North Down Borough Council wants to help disabled people to attend Arts events. Many disabled people need someone to help them. We call this person a Buddy.

**Your Buddycard allows your helper to get in free.**

### How to get your Buddycard

- Fill in the boxes on this form.
- Sign the declaration at C.
- Get a **verifier** to sign the form at C also.
- Bring the form to Town Hall reception or post it to the Arts Section.
- We will check your form and decide if you can have a Buddycard.



### Verifier

- You need to ask someone who knows you require the assistance of a carer to attend arts events to sign this form.
- This person is called a verifier.
- The verifier could be your doctor, nurse, social worker or other health worker or a voluntary group or charity you are involved with.



### Personal Details of Buddycard holder

**A** First Name(s):

Surname:

Address and postcode:

Daytime Phone No:

Contact Name:  
[if different from above]

Telephone No:

Email:

**B** Because of your disability you need a Buddy to help you attend arts events. Please tell us in what ways your Buddy will help you.

**C** Declaration

The information I have given is correct.  
If anything changes I will tell the Arts Section.  
If I lose my card I will tell the Arts Section. [Replacement cards cost £5.50 each.]  
I accept that Ards and North Down Borough Council can check my details at any time.  
I understand that the Buddycard only allows my Buddy to get in free to help me.

**To be signed by or on behalf of Applicant** (if signing on behalf of, please state relationship)

Signed

Print Name

Date

Relationship to Applicant

**To be signed by Verifier**

Signed

Print Name

Name of Organisation

Position in Organisation

Date

**Thank you for filling in this form.**

**Forms can be brought to:**

Arts Centre, Town Hall Newtownards  
Reception, Council Offices, Church Street, Newtownards  
Reception, Town Hall, Castle Park, Bangor  
Reception, North Down Museum, Castle Park, Bangor

#### DATA PROTECTION ACT

Ards and North Down Borough Council values your right to personal privacy. We at all times try to be open about the reasons why we collect, hold and use your personal information. We collect information about you in order to fulfil our statutory obligations and provide you and other people with services. Some of the information we gather may be used to help us provide you with improved services. We at all times aim to comply with the Data Protection Principles, ensuring that information is collected fairly and lawfully, is accurate, adequate, up to date and not held any longer than necessary. If your personal data needs to be used for purposes other than those mentioned, we will contact you to seek your consent. You have a right to see information held about you (with a few exceptions allowed for in the Data Protection Act 1998). If you wish to see any personal information held on you please put your request in writing, stating clearly who you are and what information you would like to see to the address below. A fee is chargeable up to £10.00 which covers the cost of gathering, copying and redacting the data.  
Ards and North Down Borough Council, Town Hall, The Castle, Bangor, Northern Ireland, BT20 4BT