



Department for Transport

Mr C Jenkins
FENLAND ASSOCIATION FOR COMMUNITY
TRANSPORT LTD
5 Martin Avenue
March
Cambridgeshire
PE15 0AY

BUS SERVICE OPERATORS GRANT SECTION
DEPARTMENT FOR TRANSPORT
D06, ASHDOWN HOUSE
SEDLSCOMBE ROAD NORTH
ST LEONARDS-ON-SEA
TN37 7GA

HELPLINE : 0207 944 8588
EMAIL : BSOG@DFT.GSI.GOV.UK

MY REF : BT2/2/0465

30 SEPTEMBER 2016

Dear Mr Jenkins

PSV452E - 1st April 2016 to 30th September 2016

I enclose form PSV452E which should be completed and returned to me by **Friday 30 December 2016** if you wish to claim Bus Service Operators Grant for the period 01/04/16 to 30/09/16.

You are strongly advised to return your claim in good time taking into account Christmas postal delays. Please note the grant will not be paid if it is received after the 30 December deadline.

A claim on this form must either be self certified by a responsible officer (if the total eligible kilometre figure in Section 2 of the claim form is less than 20,000 kilometres) or certified by an independent accountant/auditor (if the eligible kilometres are greater than 20,000 kilometres) and returned to the above address.

The information required in Section 2 of form PSV452E is the actual kilometres eligible for grant operated during the claim period on those specific categories for which you have been accepted onto the scheme. Please read paragraphs 19 and 20 of Annex A before completing this section, paying special attention to the revised list of accounting bodies acceptable to the Department.

In Section 3, you should include all of the kilometres travelled by the vehicle(s) during the claim period, together with all fuel consumed by those vehicles during the same claim period. Please read paragraph 5 of Annex A before completing this section.

If you would like to claim for any of the BSOG incentives (Smartcard, Automatic Vehicle Location or Low Carbon Emission) please contact the BSOG Administration team **immediately** at the address given on page 8 of the claim form to request incentive forms. These should then be completed and sent together with the PSV452E claim form.

On receipt of your certified claim we will add a one percent miscellaneous kilometres allowance to the eligible local service kilometres total before calculating the actual amount of rebate you should have received during the period.

If you have any queries please telephone BSOG on the above number. Alternatively you can email the team at the above address.

Yours Sincerely,

Bus Service Operators Grant Team



Department for Transport

Mrs J Philpott
ELY & SOHAM ASSOCIATION FOR COMMUNITY
TRANSPORT
5 Martin Avenue
March
Cambridgeshire
PE15 0AY

BUS SERVICE OPERATORS GRANT SECTION
DEPARTMENT FOR TRANSPORT
D06, ASHDOWN HOUSE
SEDLSCOMBE ROAD NORTH
ST LEONARDS-ON-SEA
TN37 7GA

HELPLINE : 0207 944 8588
EMAIL : BSOG@DFT.GSI.GOV.UK

MY REF : BT2/2/0986

30 SEPTEMBER 2016

Dear Mrs Philpott

PSV452E - 1st April 2016 to 30th September 2016

I enclose form PSV452E which should be completed and returned to me by **Friday 30 December 2016** if you wish to claim Bus Service Operators Grant for the period 01/04/16 to 30/09/16.

You are strongly advised to return your claim in good time taking into account Christmas postal delays. Please note the grant will not be paid if it is received after the 30 December deadline.

A claim on this form must either be self certified by a responsible officer (if the total eligible kilometre figure in Section 2 of the claim form is less than 20,000 kilometres) or certified by an independent accountant/auditor (if the eligible kilometres are greater than 20,000 kilometres) and returned to the above address.

The information required in Section 2 of form PSV452E is the actual kilometres eligible for grant operated during the claim period on those specific categories for which you have been accepted onto the scheme. Please read paragraphs 19 and 20 of Annex A before completing this section, paying special attention to the revised list of accounting bodies acceptable to the Department.

In Section 3, you should include all of the kilometres travelled by the vehicle(s) during the claim period, together with all fuel consumed by those vehicles during the same claim period. Please read paragraph 5 of Annex A before completing this section.

If you would like to claim for any of the BSOG incentives (Smartcard, Automatic Vehicle Location or Low Carbon Emission) please contact the BSOG Administration team **immediately** at the address given on page 8 of the claim form to request incentive forms. These should then be completed and sent together with the PSV452E claim form.

On receipt of your certified claim we will add a one percent miscellaneous kilometres allowance to the eligible local service kilometres total before calculating the actual amount of rebate you should have received during the period.

If you have any queries please telephone BSOG on the above number. Alternatively you can email the team at the above address.

Yours Sincerely,

Bus Service Operators Grant Team



Department for Transport

Mrs J Philpott
Huntingdonshire for Community transport Ltd
5 Martin Avenue
March
Cambs
PE15 0AY

BUS SERVICE OPERATORS GRANT SECTION
DEPARTMENT FOR TRANSPORT
D06, ASHDOWN HOUSE
SEDLSCOMBE ROAD NORTH
ST LEONARDS-ON-SEA
TN37 7GA

HELPLINE : 0207 944 8588
EMAIL : BSOG@DFT.GSI.GOV.UK

MY REF : BT2/2/1596

30 SEPTEMBER 2016

Dear Mrs Philpott

PSV452E - 1st April 2016 to 30th September 2016

I enclose form PSV452E which should be completed and returned to me by **Friday 30 December 2016** if you wish to claim Bus Service Operators Grant for the period 01/04/16 to 30/09/16.

You are strongly advised to return your claim in good time taking into account Christmas postal delays. Please note the grant will not be paid if it is received after the 30 December deadline.

A claim on this form must either be self certified by a responsible officer (if the total eligible kilometre figure in Section 2 of the claim form is less than 20,000 kilometres) or certified by an independent accountant/auditor (if the eligible kilometres are greater than 20,000 kilometres) and returned to the above address.

The information required in Section 2 of form PSV452E is the actual kilometres eligible for grant operated during the claim period on those specific categories for which you have been accepted onto the scheme. Please read paragraphs 19 and 20 of Annex A before completing this section, paying special attention to the revised list of accounting bodies acceptable to the Department.

In Section 3, you should include all of the kilometres travelled by the vehicle(s) during the claim period, together with all fuel consumed by those vehicles during the same claim period. Please read paragraph 5 of Annex A before completing this section.

If you would like to claim for any of the BSOG incentives (Smartcard, Automatic Vehicle Location or Low Carbon Emission) please contact the BSOG Administration team **immediately** at the address given on page 8 of the claim form to request incentive forms. These should then be completed and sent together with the PSV452E claim form.

On receipt of your certified claim we will add a one percent miscellaneous kilometres allowance to the eligible local service kilometres total before calculating the actual amount of rebate you should have received during the period.

If you have any queries please telephone BSOG on the above number. Alternatively you can email the team at the above address.

Yours Sincerely,

Bus Service Operators Grant Team