

# EQUAL OPPORTUNITIES PERSONS WITH DISABILITY



## APPLICATIONS FOR SERVICES PROVIDED BY THE NATIONAL COMMISSION PERSONS WITH DISABILITY (KNPD)

THESE APPLICATIONS AND OTHER INFORMATION  
CAN BE OBTAINED IN MALTESE OR ENGLISH VERSIONS  
FROM THE WEBSITE [www.knpd.org](http://www.knpd.org) OR FROM  
THE OFFICES OF THE KNPD IN THE FOLLOWING FORMATS :

- PRINTED IN MALTESE
- PRINTED IN ENGLISH
- LARGE PRINT IN MALTESE
- LARGE PRINT IN ENGLISH

MORE INFORMATION ABOUT THESE SERVICES  
CAN BE OBTAINED FROM THE OFFICES OF THE KNPD  
OR FROM THE BOOKLET  
*SERVICES AND BENEFITS FOR PERSONS WITH DISABILITY*



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## APPLICATIONS FOR SERVICES PROVIDED BY THE NATIONAL COMMISSION PERSONS WITH DISABILITY

### Important Notes :

1. Page 3 of this form should **always** include the details of the person with disability.
2. The medical certificate in Pg 4 should be filled by the person's doctor only in those cases where the applicant :
  - a. is applying for the first time for any of the KNPD services
  - b. needs to renew the Special Identity Card or Blue Sticker if issued on a temporary basis.
  - c. needs to renew the Blue Sticker if issued on a temporary basis.
3. Pages 5 to 8 include the applications for the various services offered by the KNPD. Applicants are requested to fill **only** the pages related to the services they require.

### Office hours during which you may contact KNPD in person or by phone

	January - December
Monday	8:15 am - 12:00 pm 1:30 pm - 5:00 pm
Tuesday to Friday	8:15 am - 12:00 pm

The National Commission Persons with Disability (KNPD) processes your personal data in line with the Data Protection Act (2001). Data provided by you shall be treated in the strictest confidence, and may be retained by the KNPD or transferred to third parties in order to provide you with the best possible service or otherwise as required by law. Data about you may also be collected from third parties for these purposes. Please note that, in compiling this form, you should provide personal data that is correct and you should inform the KNPD of any alterations and updates to your personal data. You have the right to require access to your personal data as held by the KNPD.





FOR OFFICE USE ONLY	Registration					ID Card Number				

**MEDICAL CERTIFICATE**

This information must be submitted by the doctor of the person with disability.

1. Disabled person's name and surname \_\_\_\_\_

2. Disabled person's ID card number       ( )

3. The permanent disability/disabilities is/are: (Put a ✓ as applicable)

Physical	<input type="checkbox"/>	Psychological	<input type="checkbox"/>
Intellectual	<input type="checkbox"/>	Impaired hearing	<input type="checkbox"/>
Impaired vision	<input type="checkbox"/>		

4. Put a ✓ next to the services your client requires.

Special ID Card	<input type="checkbox"/>	Blue Sticker (Parking Permit)	<input type="checkbox"/>
Assistive Apparatus Fund	<input type="checkbox"/>	Car Registration Exemption	<input type="checkbox"/>
Free Road Licence	<input type="checkbox"/>		

5. Please give a clear and accurate diagnosis and how this is affecting the person in question. The more detailed the information given, the faster this application can be processed.

6. The disability started at birth  when the person was \_\_\_\_ years old

7. This person is unable to sign on own behalf. Yes  No

Persons applying for the Blue Sticker need to reply to question 8.

8. Does the disabled person have a permanent mobility problem? Yes  No

\_\_\_\_\_  
*Doctor's signature*

\_\_\_\_\_  
*Name and surname (Block Capitals)*

\_\_\_\_\_  
*Medical Registration Number*

\_\_\_\_\_  
*Official Stamp*

\_\_\_\_\_  
*Date*

**Note**

If you are presenting a certificate on a separate form or letter, you are kindly asked to fill in boxes 1, 2, 3, 4, 6, 7 and 8.



FOR OFFICE USE ONLY	<b>Registration</b>					<b>ID Card Number</b>						

### Application for the Special ID Card

The aim of the Special ID Card is to assist persons with disability participate more fully in Maltese society.

The Special ID Card is issued to persons with a disability.

1. This application must be accompanied by **two passport-sized photos (40mm X 30mm) of the person with disability**. One of the photos must have on its rear:

- The wording "I certify that this is a true likeness of \_\_\_\_\_ (name & surname of disabled person)
- The signature of a person that knows the disabled person well and is a head of school or adult day centre, a priest, a social worker, certified professional, nurse, mayor or secretary of a local council, or an official holding a similar office.

2. Persons wishing to have other details printed on the back of the Special ID Card should tick below as appropriate.

- ID Card number:            Yes     No
- Telephone number:        Yes     No
- I have epilepsy :            Yes     No
- I am treated with insulin: Yes     No
- I am treated with warfarin: Yes     No
- Blood group :                Yes     No     Blood group: \_\_\_\_\_
- I have specific allergies: Yes     No   
(if YES, what are they ? : \_\_\_\_\_ )
- I use sign language:        Yes     No
- Other comments (specify disability) \* \_\_\_\_\_

\* *A number of associations requested the KNPDP to include some comments on the back of the Special ID Card regarding particular disabilities. You can get a copy of these comments either from the KNPDP offices or from the KNPDP website at [www.knpd.org](http://www.knpd.org). If you wish to include any of these comments on the Special Identity Card, please indicate which comment you need.*

#### **Note:**

- Please remember to fill in the medical certificate on page 4.
- KNPDP reserves the right to appoint a professional person to assess the application in further detail.



FOR OFFICE USE ONLY	Registration					ID Card Number					

### **Application for a Blue Sticker** **(Disabled Persons Parking Permit)**

The aim of this service is to allow persons with mobility problems to park in reserved parking spaces in Malta and Gozo, as well as in countries of the European Union.

This permit is issued by the Commissioner of Police on the recommendation of KNPD.

1. This application must be accompanied by **two passport-sized photos (40mm X 30mm) of the person with disability**. One of the photos must have on its rear:

- The wording "I certify that this is a true likeness of \_\_\_\_\_ (name & surname of disabled person)
- The signature of a person that knows the disabled person well and is a head of school or adult day centre, a priest, a social worker, certified professional, nurse, mayor or secretary of a local council, or an official holding a similar office.

2. A cheque for the sum of €11.50 addressed to the National Commission Persons with Disability. (Cash payments will not be accepted if sent by post.)

#### **Notes:**

- Please remember to fill in the medical certificate on page 4.
- All applicants are requested by KNPD to attend for an appointment with a KNPD appointed professional.
- The Blue Sticker will be sent to the Commissioner of Police for his/her stamp of approval.
- The same applicant who signed the application form on page 3 must also sign the box at the bottom of this form. -----

*Signature of applicant on Page 3  
(Please sign INSIDE the box)*



A dashed rectangular box intended for the applicant's signature. A dashed arrow points from the text 'The same applicant who signed the application form on page 3 must also sign the box at the bottom of this form. -----' to this box.



FOR OFFICE USE ONLY	Registration					ID Card Number				

### Application for the Assistive Apparatus Fund

The aim of this service is to assist persons with a disability to acquire special apparatus to help them lead a more independent life.

KNPD delivers this service by means of advice and/or grants to persons with disability.

#### Please fill the information below:

The apparatus I require is a/an \_\_\_\_\_  
\_\_\_\_\_

#### Please send also:

1. Documentation or literature about the apparatus
2. A quotation for the purchase of the apparatus
3. Any one of the following
  - Your last Income Tax return
  - Your most recent FS3
  - The chit attached to the old age pension
  - The chit attached to any benefit issued by the Social Security Department (eg. disabled persons pension)
4. A report by a therapist. (In order to reach a decision about this application, the Board needs a report by a therapist. If you are receiving services from a therapist employed by the Government or by a recognised institution, then they can make the report on an appropriate form obtained from KNPD. If you do not have a therapist, KNPD can send a qualified person to make this report.)
5. Any other information that can assist the Board in its decision-making process.

#### **Notes:**

- The application for the Assistive Apparatus Fund will be reviewed by a Board set up for this purpose by the KNPD.
- KNPD reserves the right to verify information submitted in this application with the Departments of Inland Revenue and Social Security, and the Community Chest Fund.
- **DO NOT** purchase the apparatus mentioned in this application before a report is made and sent to KNPD as outlined in 4 above.
- All necessary action (including legal action) will be taken so as to ensure that anyone who benefits from the Assistive Apparatus Fund based on erroneous and/or misleading information will refund all, or part, of the assistance received, as may be the case.



FOR OFFICE USE ONLY	Registration					ID Card Number						

### **Application for Exemption from Payment of the Car Registration Fee**

The aim behind this service is to help disabled persons and their families acquire a means of transportation suitable for their needs.

The Ministry of Finance issues an exemption (full or part) on the Registration Tax on these vehicles on a recommendation by the KNPD.

#### **Please fill in the following details:**

1. The applicant requires a: (Put a ✓ as applicable)
- a. standard car
- b. a standard car with special modifications
- c. automatic car
- d. modified van (with tail lift)
2. Does the applicant receive an allowance for disabled children or disability pension from the Department of Social Security? Yes  No
3. Have you received an exemption on another car? Yes  No
- If YES, what is the number of that car?
4. Do you have a driving licence? Yes  No
5. What is the age of the disabled person ? \_\_\_\_\_ yrs

#### **Please attach :**

1. A photocopy of your driving licence
2. A photocopy of the allowance for disabled children or disability pension (if applicable)

#### **Notes:**

- If the application is for a modified vehicle, KNPD reserves the right to inspect the vehicle.
- Some applicants who qualify for this exemption also qualify for an exemption from Road Tax. If you do qualify, there is no need to send further information and/or fill the application on page 9.
- In order to process this application, KNPD has to pass your details on to the Ministry of Finance, the Licensing and Testing Department and the VAT Department.



FOR OFFICE USE ONLY	Registration					ID Card Number				

### **Application for the Exemption from Payment of the Road Licence**

The aim behind this service is to help disabled persons acquire a means of transportation suitable for their needs.

The Ministry of Finance issues an exemption (full or part) on the Registration Tax on these vehicles on a recommendation by the KNPD.

Only persons applying **solely** for a Free Road Licence need to fill this form.

Persons applying for an Exemption from the Vehicle Registration Tax and for a Free Road Licence need not fill this form.

#### **Please fill in the following details:**

- The applicant requires a: (Put a ✓ as applicable)
  - standard car
  - standard car with special modifications
  - automatic car
  - modified van (with tail lift)
- What is the number of the car on which exemption is being sought:  

--	--	--	--	--	--
- Have you already received an exemption for a free road license on another car? Yes  No   
If YES, what is the number of that car?  

--	--	--	--	--	--
- Does the applicant receive disability pension ? Yes  No
- Do you have a driving licence ? Yes  No

#### **Please attach:**

- A photocopy of the log-book of the vehicle on which exemption is being requested.
- A photocopy of your driving licence
- A photocopy of your road licence
- A photocopy of the disability pension (if applicable)

**It is very important that neither the log-book, nor the driving licence, are expired.**

#### **Notes:**

- In order to process this application, KNPD has to pass your details on to the Ministry of Finance and the Licensing and Testing Department.