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	PostCode
ESP Batch Number	

Dear Taxicard applicant

Welcome to the London Taxicard Scheme. Please find attached your new Taxicard. Please read the information below carefully as it explains how many Taxicard journeys you can take and how your trips are charged. Please also read the enclosed Taxicard Welcome Booklet, which gives details of how the scheme operates.

**Please note: Your first booking only must be made with the Taxicard contractor, Computer Cab, between 9 am to 5 pm Monday to Friday so that your details can be recorded by them.**

Yours faithfully

**London Councils' Taxicard Section**

### **TRIP ALLOCATION**

Your trip allocation until **31st March 2014** will be.....trips per year.

Your trip allocation from **1<sup>st</sup> April 2014** will be .....trips per year unless you are informed otherwise.

Your trips are automatically allocated to you every year from 1<sup>st</sup> April. You do not need to contact London Councils or your borough. You will not be sent a new card and you should continue to use the old one. We will only contact you if your trip allocation changes.

**Trips cannot be carried over from one financial year to the next.**

Card Attachment Area
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You can find out how many trips you have remaining by asking the taxi company when you make a booking.

### **JOURNEY COSTS**

Members always pay a minimum contribution towards the fare. Your borough subsidises the journey up to a maximum amount per trip and you will have to pay the balance. You can check with the contractor, Computer Cab, if you have a query about costs.

If the fare on the meter is more than the fare limit, you will have to pay the minimum contribution **plus the difference between the fare limit and meter reading.**

	<b>MEMBER MINIMUM CONTRIBUTION</b>	<b>BOROUGH MAXIMUM SUBSIDY</b>	<b>FARE LIMIT</b>
<b>ALL DAYS / TIMES</b>	<b>£2.50</b>	<b>£8.30</b>	<b>£10.80</b>

**For example:**

**If you make a journey resulting in a Taxi metered fare of £12.00**

**Payment would be as follows:**

**Taxi meter reading = £12.00**

**The maximum Borough Subsidy is £8.30**

**The member pays a £2.50 minimum contribution**

**The Fare Limit = £10.80**

**The Taxicard member would pay £1.20 in addition to the £2.50 minimum contribution, or £3.70 in total.**

If you are concerned about the fare, please ask the contractor to give you an indication of the likely cost of your journey. It is important to remember that Taxicard journeys can be expensive if you travel a long distance. Because taxi fares are determined by a combination of distance and time, it is not possible to quote you an exact fare for taxi journeys.