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| **Business Services** |
| **Application for New/Replacement ID card** |
| **Section 1: Request for new ID** |
| **Type of Card** |  | **Start Date**  | Select date |
| **Surname** |       | **Forenames** |       | **Force No.** |       |
| **Role** |       | **Department** |       |
| **Station** |       |
| All requests for travel cards to be sent to essex@polfed.org once approved by line managers |
| **Section 2: Request for replacement ID** |
| **Type of Card** |  | **Reason for replacement** |  |
| **Surname** |  | **Forenames** |  | **Force No.** |  |
| **Role** |  | **Department** |  |
| **Station** |  |
|  |
| **Other Information:** Please provide details of your new rank/name change/reason for the card being defaced etc.  |
|  |
| **N.B VG cards and covert type cards cannot be posted and must be collected in person from Reception HQ** |
| **Line Managers Authorisation (Inspector Rank/PSE Equivalent or above)****\*Line manager to email this form to reception.hq@essex.police.uk** |
| **Name and Force No.** |  |
| **Role** |       |