

## Essential Companion Scheme

Membership of the Essential Companion Scheme is open to patrons who need additional assistance to access the services within The Octagon Theatre and Westlands Entertainment Venue.

South Somerset District Council is firmly committed to enabling everyone to participate in all Octagon Theatre events equally and with dignity and respect.

The Octagon Theatre and Westlands Entertainment Venue recognises that some customers with disabilities may require the services of a helper or friend to enjoy the facilities offered at the venue. This person is designated as an 'Essential Companion'.

We are happy to offer free seats to 'Essential Companions' to enable our customers with disabilities to visit The Octagon Theatre, Westlands Entertainment Venue and all their facilities.

**The scheme is not open to, or intended for, those who simply require assistance with transportation to The Octagon or Westlands. An 'Essential Companion' is somebody who is able to help the individual with a disability to use and enjoy the services of The Octagon and Westlands, as well as ensuring their safety and wellbeing during their visit.**

The 'Essential Companion' should familiarise themselves with the layout of The Octagon Theatre, Westlands Entertainment Venue and the location of services. They should liaise with Octagon Theatre and Westlands staff if the individual with a disability requires assistance and take instructions should there be a need to evacuate the building. The 'Essential Companion' is required to attend to the needs of the person with a disability at all times whilst on the premises.

As The Octagon Theatre and Westlands Entertainment Venue are publicly funded organisations, they require either the person with a disability or their appointed representative to complete the attached form and provide photo ID and proof of entitlement.

The information you give us is protected by the Data Protection Act and will only be used for the purpose set out in this document. All tickets are subject to availability at the time of booking. The Octagon Theatre and Westlands Entertainment Venue reserves the right to review the availability of tickets within the scheme, to review a member's eligibility and to revoke that membership following review.

Any abuse of this scheme could result in your membership being revoked with immediate effect.

**If you have difficulty completing the membership form or would like more information, please contact the Box Office. A member of our team will be pleased to assist you.**

Tel: 01935 422884

Email: [octagontheatre@southsomerset.gov.uk](mailto:octagontheatre@southsomerset.gov.uk) | [westlandseyeovil@southsomerset.gov.uk](mailto:westlandseyeovil@southsomerset.gov.uk)



**Box Office: 01935 422884**

**[www.octagon-theatre.co.uk](http://www.octagon-theatre.co.uk) | [www.westlandsyevovil.co.uk](http://www.westlandsyevovil.co.uk)**

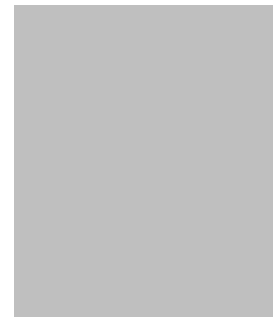
**The Octagon Theatre | Hendford | Yeovil | Somerset | BA20 1UX**

**Westlands Entertainment Venue | Westbourne Close | Yeovil | Somerset | BA20 2DD**

## Essential Companion Scheme - Membership Application Form

### 1. Applicant Photo

Please provide a passport-sized colour photograph that is an accurate and recent likeness of the applicant. Please write the applicants name on the reverse of the photo and affix to the grey rectangle.



### 2. Applicants Details

Title:	Forename:	Surname:
Address:		
Telephone Number:	Mobile:	
Email:		

(This form continues on the reverse.)

### 3. Proof of Eligibility

Please enclose proof of eligibility that clearly demonstrates the applicant is in receipt of **one** of the following:

- The **higher rate** of the Disability Living Allowance.
- The **higher rate** of Attendance Allowance.
- The **enhanced rate** of the Personal Independence Payment.
- The Armed Forces Independence Payment.
- Holds a Certificate of Visual Impairment or is registered blind.

If you are sending original documents then please enclose a stamped-addressed envelope (SAE) for their return. Documents provided without a SAE will be securely shredded.

**Please note: We regret that if you are receiving any other form of benefit you do not qualify for this scheme.**

Signed:	Date:
Print Name:	

**Please send your completed form and documents to:**

**Post: Essential Companion Scheme, Octagon Theatre, Hendford, Yeovil, Somerset, BA20 1UX**

**Email: [octagontheatre@southsomerset.gov.uk](mailto:octagontheatre@southsomerset.gov.uk)**

We will endeavour to process your application within 10 working days of receipt.

You will not be permitted to book any free Essential Companion seats until we approve your application. If successfully approved your membership of the scheme will be valid for one year.

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For Office Use Only

Received on:	Proof & Photo Attached:	Date Approved:
Customer Notified by:	Added to Spektrix:	Initials:
ESC Expires:	Any other comments:	

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