

# Transport for London Conditions of Carriage



19 October 2015 until further notice

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## 1. Introduction

**1.1** These Conditions of Carriage set out your rights and duties as a customer of Transport for London (TfL), London Bus Services Limited and London Underground Limited. In addition, the documents listed below set out your rights and duties in other particular circumstances.

Your rights and duties set out in these Conditions of Carriage do not affect your rights and duties contained in the following documents:

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### **Transport for London (TfL) Railway Byelaws**

- These relate to behaviour on London Underground trains and at London Underground stations, on Docklands Light Railway trains and at Docklands Light Railway stations and on London Overground trains and at London Overground stations.
  - Available at [tfl.gov.uk/terms](http://tfl.gov.uk/terms) or from TfL Customer Services.
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### **Road Transport Premises Byelaws**

- These control behaviour at bus stations.
  - You can see a copy at bus station enquiry offices.
  - Available at [tfl.gov.uk/terms](http://tfl.gov.uk/terms) or from TfL Customer Services.
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### **Greater London Authority Act 1999**

- This shows when, where and why we can charge penalty fares on London Underground and London Bus Services.
  - You can see a copy at main public libraries in the London area.
  - To buy a copy, go to [tsoshop.co.uk](http://tsoshop.co.uk) or call 0870 600 5522.
  - Also available at [legislation.gov.uk](http://legislation.gov.uk)
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### **Public Service Vehicle (Conduct of Drivers, Inspectors, Conductors and Passengers) Regulations 1990 (as amended in 2002) ('the Conduct Regulations')**

- These control the behaviour of passengers and staff on the London bus network.
  - You can see a copy at main public libraries in the London area.
  - To buy a copy, go to [tsoshop.co.uk](http://tsoshop.co.uk) or call 0870 600 5522.
  - Also available at [legislation.gov.uk](http://legislation.gov.uk)
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### **London Transport Act 1982**

- This shows how we look after lost property.
  - You can see a copy at main public libraries in the London area.
  - To buy a copy, go to [tsoshop.co.uk](http://tsoshop.co.uk) or call 0870 600 5522.
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Any reference to legislation in this booklet is deemed to be a reference to that legislation as amended, re-enacted or substituted from time to time.

**1.2** These Conditions of Carriage, which may be amended from time to time, replace all previous versions published by TfL and its predecessors.

They come into force from the date shown on the front and will remain in force, with any amendments that we may make from time to time, until we republish them. Go to [tfl.gov.uk/terms](https://tfl.gov.uk/terms) for the most up-to-date version and any amendments.

Our staff and agents have no authority to make individual exceptions to these Conditions of Carriage.

**1.3** Separate Conditions of Carriage (or Travel) apply on other TfL services:

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### **Trams Conditions of Travel**

- Available at [tfl.gov.uk/terms](https://tfl.gov.uk/terms) or from Trams at Unit 5, Suffolk House, George Street, Croydon CR0 1PE.
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### **Docklands Light Railway (DLR) Conditions of Carriage**

- Available at [tfl.gov.uk/terms](https://tfl.gov.uk/terms)
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### **Rail for London - London Overground and TfL Services Ticketing and Travel Guide**

- Available at [tfl.gov.uk/terms](https://tfl.gov.uk/terms)
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### **Emirates Air Line Conditions of Carriage**

- Available at [tfl.gov.uk/terms](https://tfl.gov.uk/terms)
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### **National Rail Conditions of Carriage**

- Available at [tfl.gov.uk/terms](https://tfl.gov.uk/terms) or at [nationalrail.co.uk/nrcc](https://nationalrail.co.uk/nrcc). These Conditions also apply on London Overground and TfL Rail.
  - Further information is included in the Rail for London - London Overground and TfL Rail Services Ticketing and Travel Guide available at [tfl.gov.uk/terms](https://tfl.gov.uk/terms).
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### **Oyster Conditions of Use on National Rail services**

- Available at [tfl.gov.uk/terms](https://tfl.gov.uk/terms) or at [nationalrail.co.uk/nrcoc](https://nationalrail.co.uk/nrcoc)
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### **Contactless Payment Cards - Conditions of Use**

- Available at [tfl.gov.uk/terms](https://tfl.gov.uk/terms)
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**1.4** Information about the tickets we sell and the fares we charge is at [tfl.gov.uk/fares](https://tfl.gov.uk/fares) and in publicity available at London Underground stations, Oyster Ticket Stops and Visitor Centres.

## 2. Useful contacts

2.1 Addresses and telephone numbers of the offices mentioned in these Conditions are shown below.

<b>Transport for London, Customer Services</b>	14 Pier Walk North Greenwich London SE10 0ES	telephone: 0343 222 1234 online: <a href="http://tfl.gov.uk/contact">tfl.gov.uk/contact</a> textphone: 020 7027 8511
<b>Customer Services Team, London Overground</b>	Freepost RSTY-TJRK-JRUG London Overground Customer Services Team 125 Finchley Road London NW3 6HY ( <a href="mailto:overgroundinfo@tfl.gov.uk">overgroundinfo@tfl.gov.uk</a> )	telephone: 0343 222 1234 textphone: 020 3031 9331
<b>Penalty fare Appeals (Underground, London Overground, TfL Rail and buses)</b>	IRCAS PO Box 212 Petersfield GU32 9BQ ( <a href="http://ircas.co.uk">ircas.co.uk</a> )	Appeals in writing to this address or at <a href="http://ircas.co.uk">ircas.co.uk</a>  Payments only: 0845 434 8292
<b>Lost Property Office</b>	Transport for London 200 Baker Street London NW1 5RZ	telephone: 0343 222 1234 fax: 020 7918 1028  online: <a href="http://tfl.gov.uk/lostproperty">tfl.gov.uk/lostproperty</a>
<b>London TravelWatch</b>	169 Union Street London SE1 0LL <a href="mailto:enquiries@londontravelwatch.org.uk">enquiries@londontravelwatch.org.uk</a>	telephone: 020 3176 2999 fax: 020 3176 5991

2.2 We try to be fair and helpful in all dealings with our customers. We always welcome comments or suggestions.

2.3 If you have a problem with your journey and our staff cannot resolve it on the spot, or if you have any comments about the day-to-day running of our services, you can contact the appropriate Customer Services team from the list above.


2.4 If you are not satisfied with our answers, you can contact London TravelWatch, the independent transport watchdog, at [londontravelwatch.org.uk](http://londontravelwatch.org.uk).

## 3. Special meanings

3.1 In these conditions:

- 'we' and 'us' mean Transport for London (TfL), London Bus Services Limited and London Underground Limited.
- 'you' means any customer holding a ticket or tickets, holding an Oyster card with a season ticket and/or pay as you go credit on it or a contactless payment card, who is using our buses and London Underground trains and stations.

We have tried to make the wording of these conditions as clear as possible, but we have given certain words and phrases the special meanings shown below.

<b>Apprentice-rate season ticket</b>	7 Day, one month and longer period season tickets that holders of Apprentice Oyster photocard encoded with the Apprentice discount concession can buy at a reduced rate.
<b>Auto top-up</b>	A facility available to customers who have an Oyster online account which enables them to automatically have pay as you go credit added to their Oyster card.
<b>Available / availability</b>	Where a ticket or Oyster card with pay as you go credit on it or a contactless payment card can be used. See also 'Valid/Validity'
<b>Child-rate tickets</b>	Tickets which can be used only by: <ul style="list-style-type: none"> <li>• anyone under the age of 16. A 5-10 or 11-15 Oyster photocard is needed for child-rate Travelcard season tickets and pay as you go and are valid until the photocard expiry date; even where the holder has turned 16 years old</li> <li>• holders of 16+ Oyster photocard (applies to season tickets only)</li> <li>• holders of Jobcentre Plus Travel Discount Cards (applies to season tickets on Oyster and pay as you go fares)</li> </ul>
<b>Compulsory ticket area</b>	Generally, parts of London Underground stations within the ticket gates, and all London Underground trains. Where there are no ticket gates, there are warning signs at entrances to the compulsory ticket area.
<b>Concession</b>	A travel benefit that is not an entitlement and which may be withdrawn from an individual customer or may be withdrawn in its entirety at our discretion.
<b>Concessionary fare</b>	A cheaper fare that can be obtained by some customers, such as holders of National Railcards or Oyster photocard.
<b>Contactless payment card</b>	A Visa, MasterCard or American Express branded contactless payment card or other device enabled for contactless payments which allows contactless payment for travel on bus, Tube, tram, DLR, London Overground, TfL Rail and most National Rail services in London.
<b>Contractors</b>	The bus companies that run bus services on behalf of London Bus Services Limited.
<b>Deposit</b>	A returnable sum that must be paid to get an Oyster card. This does not apply to Oyster photocard or smartcard which include Oyster issued by organisations other than us.
<b>Discount concession scheme</b>	A scheme operated by TfL under which certain categories of customers may, on application and according to the conditions of the scheme, be issued with a photocard or Oyster photocard that allows them to travel at a reduced rate.
<b>Docklands Light Railway (DLR)</b>	Trains and stations run by Docklands Light Railway (or by another company under contract to it).
<b>Emirates Air Line</b>	The cable car service between Emirates Greenwich Peninsula and Emirates Royal Docks managed by DLR Limited.
<b>London bus network</b>	Buses, run on our routes by our contractors, displaying this sign: 
<b>London Overground</b>	Trains and stations operated on behalf of Rail for London
<b>London Underground</b>	Trains and stations run by London Underground Limited. Note that not all stations have a ticket office.

	<p>The following stations are operated by London Underground Limited but the National Rail Conditions of Carriage and the Rail for London - London Overground and TfL Rail Services Ticketing and Travel Guide apply to tickets bought at these stations:</p> <table> <tr> <td>Gunnersbury</td> <td>Kenton</td> <td>South Kenton</td> </tr> <tr> <td>Harlesden</td> <td>Kew Gardens</td> <td>Stonebridge Park</td> </tr> <tr> <td>Harrow &amp; Wealdstone</td> <td>North Wembley</td> <td>Wembley Central</td> </tr> <tr> <td>Kensal Green</td> <td>Queen's Park</td> <td></td> </tr> </table>	Gunnersbury	Kenton	South Kenton	Harlesden	Kew Gardens	Stonebridge Park	Harrow & Wealdstone	North Wembley	Wembley Central	Kensal Green	Queen's Park	
Gunnersbury	Kenton	South Kenton											
Harlesden	Kew Gardens	Stonebridge Park											
Harrow & Wealdstone	North Wembley	Wembley Central											
Kensal Green	Queen's Park												
<b>National Rail</b>	Trains run by Train Operating Companies on the National Rail network and stations managed by Train Operating Companies or Network Rail.												
<b>National Rail pay as you go area</b>	<p>Pay as you go can be used on all National Rail services within Zones 1-9, on Southeastern highspeed services between St Pancras and Stratford International and can also be used at Broxbourne, Chafford Hundred, Grays, Hertford East, Ockendon, Purfleet, Rye House, St Margarets (Herts), Shenfield, Ware and Watford Junction stations.</p> <p>It cannot be used on Heathrow Express or on Heathrow Connect services between Hayes &amp; Harlington and Heathrow.</p>												
<b>Oyster online and Customer Services</b>	Visit <a href="http://tfl.gov.uk/oyster">tfl.gov.uk/oyster</a> or call Customer Services on 0343 222 1234 to buy adult-rate Travelcard and Bus & Tram Pass season tickets, add pay as you go credit and set up Auto top-up.												
<b>Oyster card</b>	<p>A smartcard on which up to three season tickets and/or pay as you go credit can be held.</p> <p>The term Oyster card also includes Oyster photocards and smartcards issued by other organisations that can be used for travel on TfL services except where we say that they cannot. Oyster cards issued to visitors from outlets abroad have special Terms and Conditions.</p>												
<b>Oyster photocard</b>	<p>A smartcard that operates in the same way as an Oyster card but that includes the holder's photograph. These photocards are only issued to customers who qualify for concessionary travel and include 5-10, 11-15, 16+, 18+, Apprentice, 60+ London or Veterans concessions.</p> <p>Discount rate Travelcards and pay as you go top ups can be ordered from an Oyster photocard web account.</p>												
<b>Oyster Ticket Stops</b>	Shops, usually newsagents, across London that issue Oyster cards and at which you can add season tickets and pay as you go credit to your Oyster card.												
<b>Pay as you go fare</b>	The fare charged when you pay as you go on bus, Tube, tram, DLR, London Overground, TfL Rail, Emirates Air Line, Thames Clippers River Buses and National Rail services within the National Rail pay as you go area.												
<b>Pay as you go balance</b>	Credit held on an Oyster card, which you can use to pay as you go. It can also be used to buy single tickets, some of which are specially discounted for pay as you go users, on the Emirates Air Line												
<b>Penalty fare</b>	A higher fare that can be charged in circumstances set out in the Greater London Authority Act 1999 and as amended by the TfL Act 2008.												
<b>Pink card reader</b>	A device that, when an Oyster or contactless payment card is touched on it, ensures that you pay the appropriate pay as you go fare for the route you are taking.												
<b>Point-to-point season ticket</b>	A season ticket available between two named stations.												
<b>Printed ticket</b>	A ticket that is printed on paper, often with a magnetic stripe on the												

	reverse.
<b>Protected Oyster card</b>	An Oyster card that has been protected online against loss or theft at <a href="http://tfl.gov.uk/oyster">tfl.gov.uk/oyster</a> .
<b>Rail for London</b>	A subsidiary of TfL, whose operating names are London Overground and TfL Rail
<b>Registered Oyster card</b>	An Oyster card that has been registered with TfL and on which a Travelcard or Bus & Tram Pass valid for longer than one month can be added.
<b>Season ticket</b>	Any ticket valid for 7 days, one month or longer.
<b>Smartcard</b>	A card that contains an electronic chip that is able to contain one or more electronic tickets and/or electronic funds.
<b>Special services</b>	Services run on a particular occasion or for a particular purpose that are advertised as 'special services'.
<b>Staff</b>	People who work for us or our contractors.
<b>Student-rate season tickets</b>	7 Day, one month and longer period season tickets that holders of 18+ Student Oyster photocard encoded with the 18+ Student discount concession can buy at a reduced rate.
<b>TfL Rail</b>	Trains and stations operated on behalf of Rail for London.
<b>Ticket</b>	Any of the types of ticket listed in these Conditions.
<b>Ticket selling outlets</b>	London Underground, DLR, London Overground and TfL Rail stations, Visitor Centres and Oyster Ticket Stops that sell tickets available on TfL services.
<b>Train Operating Company</b>	Companies running train services and managing some stations on the National Rail network.
<b>Trams</b>	The tram network between New Addington, Elmers End, Beckenham Junction and Wimbledon running through Croydon.
<b>Tube</b>	See London Underground
<b>Underground</b>	See London Underground.
<b>Unregistered / Unprotected Oyster card</b>	An Oyster card that has not been registered or protected with TfL.
<b>Valid/validity</b>	When a ticket, Oyster card, smartcard or contactless payment card can be used. See also 'Available/availability'.
<b>Validate</b>	Touch an Oyster card, smartcard or a contactless payment card on a yellow card reader at the start of a bus or tram journey. Touch an Oyster card on a yellow card reader at the start and end of a Thames Clippers River Bus journey. Touch an Oyster card, smartcard or contactless payment card on a yellow card reader at the start and end of an Underground, DLR, London Overground, TfL Rail, National Rail or Emirates Air Line journey.
<b>Validator</b>	A free standing yellow card reader adjacent to gates and at entrances/exits at London Underground, DLR, London Overground, TfL Rail and National Rail stations
<b>Yellow card reader</b>	A device that when: <ul style="list-style-type: none"> <li>• an Oyster card or smartcard is touched on it, checks that it is valid, checks to see what season tickets and/or pay as you go credit are on the card and, where appropriate, charges a pay as you go fare for the journey being made</li> <li>• a contactless payment card is touched on it, checks the card can be used and where appropriate charges a pay as you go fare for the journey being made.</li> </ul>



Other than on buses and on ticket machines, it can also be used to activate Auto top-up where it has previously been arranged through Oyster online or by phone. It can also be used to collect a refund or a season ticket and/or pay as you go credit ordered online or by phone. On a ticket machine, it can be used to add a season ticket or pay as you go credit to your Oyster card.

#### Zones

The zones shown on maps at stations and at [tfl.gov.uk/maps](http://tfl.gov.uk/maps)

## 4. Services and safety

**4.1** We always try to run reliable services. Sometimes buses and Underground trains cannot be run at the times or frequencies or to destinations advertised for reasons beyond our control or that of our contractors. We reserve the right to change timetables and bus routes and to stop Underground trains from running to a particular station without giving notice beforehand. We will only do this for good reasons and, if it happens, we will do our best to tell you why.

**4.2** You can use any of our services if you have a valid ticket (or tickets) available for the whole of the journey you are making or if you have a permit to travel, free travel concession or other travel authority. You can also do so if you have one of the following:

- sufficient pay as you go credit on your Oyster card for the whole of the journey you are making
- Auto top-up set on your Oyster card
- a contactless payment card and have validated it

Our services are often heavily used so neither we, nor our contractors, can guarantee to provide a seat or carry you on a particular bus or Underground train.

**4.3** We want to make sure that all your journeys are safe. You must follow instructions given by our staff. We and our contractors reserve the right to close bus and Underground stations (or parts of them) and to require you to leave a bus or Underground train at any time. This will usually be for your safety.

**4.4** You must not do anything forbidden by our Byelaws or by the Conduct Regulations.

**4.5** For safety reasons, on our buses and Underground trains and in our bus and Underground stations you must not:

- smoke or use an electronic cigarette ('vape')
- use bicycles, roller skates, roller blades, scooters, skateboards or similar equipment
- take flash photographs and/or use a tripod or other camera support equipment
- use emergency exits except in an emergency or when instructed to do so by our staff.

You may be prosecuted for disobeying these requirements.

**4.6** Alcohol ban - on our buses and Underground trains and in our bus and Underground stations, you must not:

- consume alcohol
- be in possession of an open container of alcohol

You may be prosecuted if you disobey these requirements on our Underground trains and in our bus and Underground stations.

**Additionally:**

- on our bus services, you must board or alight from the vehicle only at official bus stops except in places where we advertise the bus service as being operated as 'hail and ride' when the driver will stop where it is safe to do so.
- on Underground trains you must not use the interior doors between the carriages except in an emergency or when instructed to do so by our staff.

Our buses and most bus stations are monitored by CCTV cameras. Underground trains and stations are monitored by CCTV cameras.

CCTV images are recorded for the purpose of crime prevention, detection, legal proceedings and public safety. Images of alleged offenders may be passed to the police and be used in a court of law.

## 5. Photocards and Oyster photocards

**5.1** All photocards and Oyster photocards remain our property and must not be intentionally damaged, altered or tampered with in any way. We may withdraw or cancel your photocard or Oyster photocard at any time. We will only do this for a good reason and if we do, we may give you a receipt.

**5.2. 5-10 Oyster photocards** can be used by anyone aged 5 to 10 years. You do not need a 5-10 Oyster photocard to travel free on buses and trams, unless you look older. You do need a 5-10 Oyster photocard to travel free on Tube, DLR, London Overground, TfL Rail and some National Rail services unless you are accompanied by an adult (see clause 7.2.3).

Information about the concession and how to apply online is at [tfl.gov.uk/fares](http://tfl.gov.uk/fares).

**5.3 11-15 Oyster photocards** can be used by anyone aged 11 to 15 years (under 16 on 31 August prior to the start of the current academic year).

**On Buses**, if you hold a valid 11-15 Oyster photocard, you can travel free on buses (except on special bus services) and trams, unless the concession has been withdrawn. You must carry your Oyster photocard with you and touch it on the yellow card reader when you board a bus. If you fail either to touch in correctly or to pay a fare, you will be liable to a penalty fare and/or you may have your travel concession withdrawn.

If you do not have a valid 11-15 Oyster photocard or do not have your Oyster photocard with you or your Oyster photocard has failed or is damaged, you will need to pay the relevant adult bus fare for your journey using an Oyster or contactless payment card.

If you have a valid 11-15 Oyster photocard with no free travel concession, you can use it to buy child-rate Travelcard season tickets, reduced rate Bus & Tram Pass season tickets and to pay as you go at half the adult-rate.

The above does not apply on certain special bus services where we do not offer child fares or free travel.

**On the Underground**, you may buy and use child-rate single and return tickets and Day Travelcards without the need for an 11-15 Oyster photocard.

If you hold an 11-15 Oyster photocard and have bought the appropriate season ticket or you have added pay as you go credit to your photocard, you can travel at child-rate.

If you have an 11-15 Oyster photocard, it can be used until the expiry date shown on the photocard (even if you have turned 16 years old) to buy child-rate Travelcard season tickets and to pay as you go at child-rate.

Information about the concession and how to apply online is at [tfl.gov.uk/fares](http://tfl.gov.uk/fares).

**5.4 16+ Oyster photocards** can be used by anyone who meets the eligibility criteria of the scheme.

**On Buses**, if you hold a 16+ Oyster photocard, the following travel concessions are available:

- **holder is aged 16-17 (up to 31 August prior to the start of the academic year) and a resident of a London borough** - you can travel free on buses (except on special bus services) and trams and you can buy and use child-rate 7 Day, monthly and longer period (up to 12 months and not going beyond the expiry date of the 16+ Oyster photocard) Travelcard season tickets
- **holder is a aged 18-19 (up to 31 August prior to the start of the academic year), is in qualifying full time education and a resident of a London borough** - you can travel free on buses (except on special bus services) and trams and you can buy and use child-rate 7 Day, monthly and longer period (up to 12 months and not going beyond the expiry date of the 16+ Oyster photocard) Travelcard season tickets
- **holder is not a resident of a London borough - must be aged 16 or 17 as the photocard expires the day before the 18<sup>th</sup> birthday** - you can pay half adult rate pay as you go fares on buses and trams and you can buy and use child-rate 7 Day, monthly and longer period (for up to 12 months not going beyond the expiry date of the 16+ Oyster photocard) Travelcard season tickets and reduced rate Bus & Tram Pass season tickets.

If, following a bus, tram, Tube, DLR, London Overground, TfL Rail or National Rail journey, you have a negative balance on your 16+ Oyster photocard, you will not be able to travel free, even on buses and trams. You will need to add credit to your card to clear the negative balance. This can be done at an Underground, London Overground or TfL Rail station ticket office or ticket machine, Visitor Centre or Oyster Ticket Stop and some National Rail station ticket offices and ticket machines.

To get the 16+ free or half-rate travel concession, you must carry your 16+ Oyster photocard with you and touch it on the yellow card reader when you board a bus. If you do not have your 16+ Oyster photocard with you or your Oyster photocard has failed or is damaged, you will need to pay the relevant adult fare for your journey using an Oyster card or contactless payment card.

If you fail to touch in correctly or pay a fare, you may be liable to a penalty fare, you may be prosecuted or you may have your travel concession withdrawn.

The above does not apply on certain special bus services where we do not offer 16+ fares or free travel.

**On the Underground**, you can put credit on your 16+ Oyster photocard to pay as you go at half the adult-rate and can buy and use child-rate Travelcard season tickets.

Information about the concession and how to apply online is at [tfl.gov.uk/fares](http://tfl.gov.uk/fares).

**5.5 Behaviour Code compliance.** A Behaviour Code applies to the use of 11-15 and 16+ Oyster photocard. If you do not comply with the Behaviour Code when on London's public transport network or premises, we may withdraw your free bus and tram travel concession which comes with an 11-15 Oyster photocard and may withdraw your entire 16+ travel concession that comes with a 16+ Oyster photocard.

If you are an 11-15 Oyster photocard holder and we withdraw your free bus and tram travel concession, providing you hold an 11-15 Oyster photocard without the free travel concession loaded, you can use it to buy child-rate Travelcard season tickets, reduced rate Bus & Tram Pass season tickets and to pay as you go at half the adult rate.

If you are a 16+ Oyster photocard holder and we withdraw your entire 16+ travel concession, you will have to pay adult fares for all your future journeys.

Your 11-15 or 16+ Oyster photocard may be withdrawn if you do not pay any penalty fare issued to you.

### **Behaviour Code applicable to 11-15 and 16+ Oyster photocard holders**

TfL's Behaviour Code exists to ensure you travel safely and show respect for our passengers, staff and property. You must follow it or you might lose your travel concession or Zip Oyster photocard. Expected behaviours include, but are not limited to the following:

Act in a considerate and responsible manner:

- Act safely
- Cooperate with our staff and treat them and other passengers with respect
- Use language that does not cause offence to others
- Ensure that you are the only person that can hear your music
- Ensure you pick up all your litter
- Keep your feet off the seats
- Give up your seat for others

Look after your Oyster photocard:

- Ensure it is not used by another person
- Ensure your photo is clearly recognisable and the card is in good condition
- If it is lost, stolen or damaged, report it to TfL immediately even if you do not plan to get a replacement straight away

Use your Oyster photocard correctly:

- Always touch in on the yellow reader on buses and trams
- Always touch in and touch out on the Tube, DLR, London Overground, TfL Rail and National Rail services
- Pay the correct fare if you do not have your valid photocard with you or it is damaged
- Pay any penalty fare that has been issued to you

You must **not**:

- Smoke or use an electronic cigarette, take drugs or drink alcohol on our vehicles and/or premises

- Behave in a way that we consider to be antisocial
- Commit any crime that affects our services, passengers, staff or property
- Breach the Conditions of Carriage, PSV Regulations (1990), GLA Act (1999) or any TfL Byelaw

**5.6 18+ Student Oyster photocards** can be used by students at participating universities, colleges and schools.

Any Student-rate season ticket that you have must not expire later than the date your 18+ Student discount concession expires.

You only remain eligible for the 18+ Student discount concession as long as you meet the criteria set out on [tfl.gov.uk/fares](http://tfl.gov.uk/fares). If you cease to be eligible for the 18+ Student discount concession, the concession will no longer be valid and you must contact us.

If you continue to use your 18+ Student Oyster photocard to obtain Student-rate season tickets when you are no longer eligible to do so, we will stop the discount concession or stop your Oyster photocard without notice and you may be prosecuted.

If you hold an 18+ Student Oyster photocard your Oyster photocard will include your 18+ Student discount concession. Once your discount concession has expired and providing your Oyster photocard has not been stopped by TfL, you can use your Oyster photocard in the same way as an Oyster card.

Information about the concession and how to apply online is at [tfl.gov.uk/fares](http://tfl.gov.uk/fares)

**5.7 Apprentice Oyster photocards** can be used by apprentices on a SASE (Specification for Apprenticeship Standards in English) compliant apprenticeship that is delivered through a further education college or training organisation approved or funded by the Skills Funding Agency.

You only remain eligible for the Apprentice discount concession as long as you meet the criteria set out on [tfl.gov.uk/fares](http://tfl.gov.uk/fares). If you cease to be eligible for the Apprentice discount concession, the concession will no longer be valid and you must contact us.

If you continue to use your Apprentice Oyster photocard to obtain Apprentice-rate season tickets when you are no longer eligible to do so, we will stop the discount concession or stop your Oyster photocard without notice and you may be prosecuted.

You cannot buy Apprentice rate season tickets at London Overground or TfL Rail stations.

Information about the concession and how to apply online is at [tfl.gov.uk/fares](http://tfl.gov.uk/fares)

**5.8 Jobcentre Plus Travel Discount Cards** are issued by the Employment Service.

If you hold a Jobcentre Plus Travel Discount Card and you also hold an Oyster card with the Jobcentre Plus Travel Discount Card concession on it, you can buy and use child-rate Travelcard season tickets and reduced rate Bus & Tram Pass season tickets. You can also pay as you go at half the adult-rate. You cannot buy Underground cash single and return tickets, Day Travelcards or Group Day Travelcards at a special rate.

Information about the concession and how to apply is at [tfl.gov.uk/fares](http://tfl.gov.uk/fares)

**5.9 Bus & Tram discount photocards.** If you hold a Bus & Tram discount photocard and an Oyster card with the Bus & Tram discount on it, you can buy and use reduced rate Bus & Tram Pass season tickets and pay as you go at half the adult-rate on bus and tram services.

Although you can also buy and use Travelcard season tickets and pay as you go on Tube, DLR, London Overground, TfL Rail and National Rail services within the National Rail pay as you go area, there is no discount and full adult rates will apply.

Information about the concession and how to apply is at [tfl.gov.uk/fares](http://tfl.gov.uk/fares)

**5.10 60+ London Oyster photocards** are available to London residents aged 60 and older and not yet eligible for a Freedom Pass.

If you hold a 60+ London Oyster photocard you can travel free on bus, tram, Tube, DLR, London Overground, TfL Rail and some National Rail\* services at all times. You can also travel on National Rail from 0930 Monday to Friday and anytime on public holidays (\* see Note A2).

Information about the concession and how to apply is at [tfl.gov.uk/fares](http://tfl.gov.uk/fares)

**5.11 Veterans Oyster photocards** are available to those in receipt of an ongoing payment under the War Pensions Scheme or Guaranteed Income Payment under the Armed Forces Compensation Scheme. War widows, war widowers and dependants in receipt of the same payments will also be eligible.

If you hold a Veterans Oyster photocard you can travel free on bus, tram, Tube, DLR, London Overground, TfL Rail and some National Rail\* services at all times. You can also travel on National Rail from 0930 Monday to Friday and anytime on public holidays (\* see Note A2).

Information about the concessions and how to apply is at [tfl.gov.uk/fares](http://tfl.gov.uk/fares)

**5.12 Your photograph.** The photograph on your photocard or Oyster photocard must show your full face and must be a true likeness of you: also, it must be without a hat and other head coverings unless the head covering is worn consistently for religious or medical reasons. Additionally, the serial number on your photocard must match the one which is shown on your printed season ticket or is encoded on your Oyster card. If the numbers do not match, your ticket or Oyster card and accompanying photocard will not be valid and we may withdraw them and they may not be returned for further use. If we do this, we may do so without giving you a receipt.

If you hold a printed season ticket with an adult photocard and your appearance has changed significantly, you must have your photocard replaced with one showing your new appearance. You can replace your adult photocard at any Underground, London Overground or TfL Rail station ticket office. You must also have your season ticket replaced at the same time, to show your new photocard number.

If you have a **5-10, 11-15, 16+, 18+, Apprentice, 60+ London or Veterans Oyster photocard** and your appearance has changed significantly, you must go online and upload a new photograph.

You must also replace your 5-10, 11-15, 16+, 18+, Apprentice, 60+ London or Veterans Oyster photocard if it becomes damaged or illegible.

If you have a **Jobcentre Plus Travel Discount Card** and your appearance has changed significantly you must contact your Jobcentre Plus Personal Advisor to get it replaced. You must

also replace your photocard if it becomes damaged or illegible, or if it is lost or stolen. If you have an Oyster card, you will then need to go to an Underground or London Overground station ticket office, Oyster Ticket Stop or Visitor Centre where the details on your Oyster card can be updated.

If you have a **Bus & Tram discount photocard** and your appearance has changed significantly you must apply for a new photocard at the Post Office® to get it replaced. You must also replace your photocard if it becomes damaged or illegible, or if it is lost or stolen. You will then need to go to an Oyster Ticket Stop, Underground station ticket office, or Visitor Centre where the details on your Oyster card can be updated.

**5.13 National Railcards** are issued by London Overground, TfL Rail, Train Operating Companies and other authorised issuers under the National Rail Conditions of Carriage. Information about them is at [nationalrail.co.uk](http://nationalrail.co.uk) or National Rail stations. For information about the travel concessions offered if you have a National Railcard and accompanying Oyster card with the discount loaded on it, see clause 7.2.5.

## 6. Oyster cards, other smartcards and contactless payment cards

### 6.1 General information

**6.1.1** Oyster cards may be issued by TfL, London Underground Limited, London Overground, National Rail or other organisations and they will generally show the Oyster logo as follows:



Oyster cards are available at Oyster online, Underground and London Overground station ticket offices, most ticket machines at Underground stations, Oyster Ticket Stops, Visitor Centres, some TfL Rail and National Rail station ticket offices and other authorised outlets. We will not accept responsibility for an Oyster card obtained from anywhere else.

TfL, London Underground, London Overground, TfL Rail and National Rail will not generally issue an Oyster card to you unless, at the same time, you are buying a season ticket and/or adding pay as you go credit to the card. This does not apply where TfL issues Oyster cards as part of a discount concession scheme, or where another organisation issues smartcards that can be used as an Oyster card.

Where a smartcard is issued by another organisation and can be used for travel on TfL services, special terms and conditions may apply - check with your card issuer.

Contactless payment cards can be used to pay as you go within the National Rail pay as you go area and they will generally show the contactless symbol:



**6.1.2** If you are using an Oyster card or smartcard, it must have a valid season ticket (or tickets) on it that is available for the whole of the journey you are making or sufficient pay as you go credit

for your full journey or that part of your journey not covered by your season ticket. Alternatively, you must buy a printed ticket for that part of your journey not covered by your season ticket(s).

If you are using a contactless payment card to pay as you go, you can only travel if your card is accepted.

**6.1.3** If your Oyster card only has pay as you go credit at adult rate on it, you can let someone else use it, even if it is registered in your name. If you have a season ticket on your Oyster card or smartcard, you cannot lend or transfer it to anyone else. If the Oyster card is registered/protected in your name, it will remain in your name and we will only be able to deal with you about any enquiries about the Oyster card. You will still be responsible for the Oyster card and any use made of it. We will not accept responsibility for any losses arising out of the transfer and use of your Oyster card.

If you have an Oyster photocard or Oyster card with a valid discount concession on it, you cannot lend or transfer it to anyone else. If you do, we may withdraw the Oyster photocard and you may forfeit the right to any refund on the unused value of your season ticket, pay as you go credit and/or the deposit. The person using your Oyster photocard or Oyster card may be subject to a penalty fare and/or prosecution.

**6.1.4** We reserve the right to prevent the use of your Oyster card, smartcard or contactless payment card for travel. We reserve the right to withdraw your Oyster card if it is misused or if it is used in a way that is not permitted by these Conditions of Carriage and it may not be returned whether or not the misuse was by the registered holder of the card. All Oyster cards remain our property and must not be intentionally damaged, altered or tampered with in any way. We may withdraw or cancel any Oyster card at any time. We will not do this without good reason and we may give you a receipt should it be withdrawn. Where, for whatever reason, we cancel your Oyster card without telling you and you find it no longer works, you will need to call TfL Customer Services to find out why we have done so.

## **6.2 Registered and protected Oyster cards and online accounts for contactless payment cards**

**6.2.1 Registered Oyster cards.** If you wish to register your Oyster card to protect it against loss or theft or must do so because you are buying a season ticket valid for longer than one month, you must complete an Oyster card registration form. If you already have an unregistered/unprotected Oyster card, you can register it at an Underground or London Overground station ticket office, some TfL Rail station ticket offices, Oyster Ticket Stop or Visitor Centre by handing in your completed Oyster card registration form together with your Oyster card. Alternatively, you can protect your Oyster card online against loss or theft. You must always register your Oyster card if you are using it in conjunction with a photocard which entitles you to a travel concession.

If any of your personal details change after you register your Oyster card, you must go online or call TfL Customer Services to update your details.

Special registration conditions apply to smartcards issued by other organisations that can be used to travel on TfL services.

All Oyster photocards are registered as part of the application process.



**6.2.2. Protected Oyster cards.** You can protect your Oyster card online against loss or theft at [tfl.gov.uk/oyster](https://tfl.gov.uk/oyster). If you subsequently need to register your Oyster card because you are buying a season ticket valid for longer than one month, you should complete an Oyster card registration form or print a screen shot of your online protection and show it to a member of staff at an Underground station.

If any of your personal details change after you protect your Oyster card, you must go online to update your details.

Special registration conditions apply to smartcards issued by other organisations that can be used for travel on TfL services.

**6.3 Unregistered or unprotected Oyster cards.** You do not need to register or protect your Oyster card if you only intend to use an adult-rate 7 Day or one month season ticket and/or add pay as you go credit but you can do so if you wish. If you already have an unregistered or unprotected Oyster card, you can register or protect it against loss or theft at any time. If you have an unregistered or unprotected Oyster card, we are unable to provide any information to you by telephone with regard to that Oyster card. See also clause 12.1.2.

#### **6.4 Online accounts for contactless payment cards**

If you sign up to a TfL online account, you can see your detailed journey and payment history for up to 12 months. If any of your personal details change after you have created an online account, you must sign in to your account and update them.

**6.5 Card deposit.** You have to pay a deposit to get an Oyster card. We will refund this if you return the original card to us when you no longer need it. You may be asked to provide proof of your name and address.

If your Oyster card has a negative pay as you go balance when you return it to us, you will be asked to clear it before we refund the deposit.

We will not charge a deposit if we issue an Oyster photocard or if your first season ticket and/or pay as you go credit is on a smartcard issued by another organisation.

If the pay as you go balance on your card is £10 or less, you can get a refund of it and the deposit at Tube station ticket machines. Once you have done this, you cannot use your card again.

**6.6 Duty to show your Oyster card, smartcard or contactless payment card.** You must be prepared to show your Oyster card (and supporting photocard, where needed), your Oyster photocard, smartcard or your contactless payment card (which you have used to pay for your journey) on each journey, whenever we ask you to do so. You must let a member of staff or a Police Officer examine it at any time during your journey if they ask to do so. If you fail to do so you may be liable to pay a penalty fare or you may be prosecuted.

#### **6.7 Using a season ticket on your Oyster card or smartcard**

**6.7.1** When you use Tube, London Overground, TfL Rail and National Rail services, you must touch your Oyster card or smartcard on the yellow card reader at both the start and the end of your journey. If the ticket gates at stations are open you must still touch your Oyster or smartcard card on the yellow card reader.

Provided that the season ticket on your Oyster card or smartcard card is available and valid at the time you travel, you can still use it at stations where there is no yellow card reader or if the reader is not working. You may be asked instead to show your Oyster card (and photocard where needed) or smartcard.

You can use the Travelcard on your Oyster card or smartcard provided it is available and valid at the time you travel and any pay as you go balance on your card is not in debit. If the pay as you go balance on your card is in debit, you must clear the debit before you next use your Travelcard.

**6.7.2** If you have a valid season ticket on your Oyster card or smartcard which only covers the start or end of your journey, or only an intermediate section of it, you can use pay as you go to pay for that part (or those parts) of your journey not covered by your season ticket providing pay as you go is available. You must have a valid season ticket and/or use pay as you go for the whole of the journey you are making. Alternatively you must buy a printed ticket for that part of your journey not covered by your season ticket.

**6.7.3** If you are using National Rail services outside the National Rail pay as you go area and you do not have a valid season ticket for the whole of the journey you are making, you must buy a printed ticket for that part of your journey not covered by your season ticket.

**6.7.4** When you use a bus, you must touch your Oyster card, smartcard or contactless payment card on the yellow card reader as you board the bus. If you travel without having touched your Oyster, smartcard or contactless payment card on the yellow card reader, you may be liable to a penalty fare or you may be prosecuted. Special arrangements apply if you are accompanying a wheelchair user (see clause 14.3.5) and to users of buggies (see clause 15.5). On Heritage Routemaster buses you must touch your Oyster card on the conductor's ticket machine. If the yellow card reader on a bus or a conductor's ticket machine is not working, you must show your Oyster card to the driver or the conductor. Smartcards issued by other organisations and contactless payment cards are not accepted on Heritage Routemaster buses.

**6.7.5** If your Oyster card or smartcard has more than one Travelcard on it and they are valid on the same date or dates, you must ensure that your tickets cover all the zones you travel through at all times.

**6.7.6** We will issue a Record Card or receipt to you when you buy a season ticket on your Oyster card which is valid for 12 months. The Record Card or receipt provides details of the season ticket that you have bought and is not valid for travel.

If you buy an adult rate annual Travelcard, we will issue you with a Gold Record Card. You must show your Gold Record Card and Oyster card when you wish to buy a concessionary fare ticket under the terms of the Gold Card scheme. It is not necessary to show your Gold Record card to have the Gold Card discount set on your Oyster card. The Gold Record Card is not valid for travel.

## **6.8 Paying as you go with your Oyster or contactless payment card**

**6.8.1** You can pay as you go with an Oyster card on all London buses (including those bus services shown in Note A3), Tube, tram, DLR, London Overground, TfL Rail, Emirates Air Line and Thames Clippers River Bus services. You can also pay as you go on National Rail services (standard class only) within the National Rail pay as you go area.

You can pay as you go with a contactless payment card on all London buses (excluding routes 402 and 477 as shown in Note A3 and journeys operated with Heritage Routemasters on route

15), Tube, tram, DLR, London Overground, TfL Rail and Emirates Air Line services. You can also pay as you go on National Rail services (standard class only) within the National Rail pay as you go area.

**6.8.2** Only one person at a time can travel using the pay as you go credit on an Oyster card.

**6.8.3** Only one person at a time can use a contactless payment card for travel. You may pay another person's pay as you go fare by contactless payment card only if they are travelling with you and you have paid your fare by another means.

**6.8.4** To check the fare before you travel, go to [tfl.gov.uk/fares](https://tfl.gov.uk/fares). For individual journey fares, you should use TfL's single fare finder.

### **6.8.5 Paying as you go on Tube, DLR, London Overground, TfL Rail and National Rail services within the National Rail pay as you go area**

To record the start of your journey, you must touch your Oyster or contactless payment card flat on a yellow card reader at the station as you enter the compulsory ticket area. If you are using an Oyster card, a charge, set by TfL, will be deducted from the balance on your card. Your card will be accepted if your pay as you go balance is at least the minimum fare from the station, but before travelling you must have either sufficient pay as you go credit for the whole of the journey you are making, or Auto top-up set, on your Oyster card. If you are using a contactless payment card, a check will be made to ensure that it is valid for travel.

When you touch your contactless payment card on a yellow card reader, or a portable card reader held by staff, you are giving authorisation for the cost of your journey, including any maximum fares or unpaid fares, to be charged to your card account.

To record the end of your journey, you must touch your Oyster or contactless payment card flat on a yellow card reader at the station as you exit the compulsory ticket area. The deduction made from your Oyster card at the start of your journey will be adjusted so that you only pay the advertised pay as you go fare for the journey made.

If you do not touch in at the start and touch out at the end of your journey, you may be charged a maximum fare and this journey will not be included in any daily capping. You may also be liable to a penalty fare or you may be prosecuted.

Your pay as you go journey must be completed by touching out at the end of your journey within a time limit from when you touched in at the start of your journey. The time limit varies between 70 minutes for a one zone Monday to Friday daytime journey up to 5 hours and 15 minutes for a longer distance journey on a Sunday or public holiday - go to [tfl.gov.uk/fares](https://tfl.gov.uk/fares) for full information. If the time between touching in at the start and touching out at the end of your journey is more than the applicable time limit, you will be charged more than the pay as you go fare for your journey. If this happens, we may in some instances correct this over-payment automatically. Otherwise, you may need to sign into your online account or call TfL Customer Services so that they may, depending on the circumstances for the journey having taken longer than the appropriate time limit, refund any over-payment.

You must touch in and out with your Oyster or contactless payment card in the same way for journeys to and/or from DLR, London Overground, TfL Rail or National Rail stations within the National Rail pay as you go area. There is no need to touch your Oyster card on a yellow card reader again when transferring within the same station. If you are transferring from London Overground/TfL Rail to a National Rail service on which pay as you go is not available you must touch out at the station when you transfer to complete your pay as you go journey.

If you enter and leave the same station without undertaking a journey, we may charge you a fare up to a maximum fare.

If you enter at one station and do not touch out at another, we may charge you a fare up to a maximum fare.

#### **6.8.6 Paying as you go on buses**

When you use a bus, you must touch your Oyster or contactless payment card on the yellow card reader as you board the bus.

If you are using a contactless payment card, you must validate it at the start of each journey, by touching it on the yellow card reader so that it is accepted for travel. By doing this, you will be authorising the deduction of the advertised pay as you go fare from your associated card account.

If there is a problem with your Oyster or contactless payment card, you must advise the driver or the conductor on a Heritage Routemaster and you may need to show another ticket or use another way to pay.

If the balance on your Oyster card is less than the pay as you go fare for your journey but is £0.00 or more, you will be allowed to make one more journey. You must then top up your Oyster card to clear the negative balance before you can use it again. If your contactless payment card is not accepted, you are not allowed to make your journey. If you do so you may be liable to a penalty fare (see Section 9) or you may be prosecuted (see Section 10).

If you travel without having correctly validated your Oyster or contactless payment card on the yellow card reader or having bought a printed ticket, you may be liable to a penalty fare or you may be prosecuted. Special arrangements apply if you are accompanying a wheelchair user (see clause 14.3.5) and to users of buggies (see clause 15.5). On Heritage Routemaster buses, you must touch your Oyster card on the conductor's ticket machine. If the yellow card reader on a bus or a conductor's ticket machine is not working, you must show your Oyster card to the driver or conductor.

#### **6.8.7 Paying as you go on the Emirates Air Line**

When you pay as you go on the Emirates Air Line, you must touch your Oyster or contactless payment card on the yellow card reader as you enter and exit the Emirates Air Line terminal. If you travel without having correctly validated your Oyster or contactless payment card on the yellow card reader, or having bought a boarding pass, you may be liable to a penalty fare or you may be prosecuted.

#### **6.8.8 Paying as you go on with Oyster on Thames Clippers River Bus services**

When you pay as you go on Thames Clippers River Bus services, you must touch your Oyster card on the yellow card reader at the start of your journey when instructed to do so by a member

of Thames Clippers staff. You must also touch your Oyster card on the yellow card reader at the end of your journey, including at interchanges. If you do not touch in at the start and touch out at the end of your journey, you may be charged a maximum fare.

## 6.9 Yellow card reader

When you touch your Oyster or contactless payment card flat on the yellow card reader:



a green light, accompanied by one beep (more than two beeps for 5-10 and 11-15 Oyster photocard) means that it has been accepted for travel. A red light, accompanied by two beeps, means your Oyster or contactless payment card has been rejected. You must not go further until either your Oyster or contactless payment card has been accepted for travel or you have paid separately for your journey.

On a bus, a green light accompanied by three beeps and the issue of a printed slip from the ticket machine means that you are being allowed to make one more journey and that you must top up your Oyster card before you can travel again.

An amber light on a yellow card reader means that it is ready to check your Oyster or contactless payment card. If, before you touch your card on a yellow card reader, it has a red light or no light at all, it is not working. If this is the case, at an Underground station you must use another yellow card reader that is. If you are boarding a bus you must speak to the driver. On a bus where entry is allowed through all doors, you can use another yellow card reader that is working. If there are none working, you must speak to the driver.

You cannot validate by touching in or touching out on a yellow card reader located on a ticket machine.

## 6.10 Pink card reader

Pink card readers are located at a number of interchange stations.



If you pass a pink card reader when changing from one train to another, and you are using your Oyster or contactless payment card to pay as you go for any part of your journey, but not starting or finishing your pay as you go journey at the station concerned, you must touch your card on the pink card reader to ensure you pay the appropriate pay as you go fare for the route you are taking. If using a Travelcard that does not include Zone 1, you must also touch your card on any pink card reader that you pass when changing trains.

You must still touch in on a yellow card reader at the start of your journey and touch out at the end to ensure you pay the correct pay as you go fare and avoid paying a maximum fare.

### 6.11 Daily and Monday-Sunday capping

Although you may have reached a daily cap or a Monday-Sunday cap, you must continue to touch your Oyster or contactless payment card on a yellow card reader at the start (and end where appropriate) of every journey. If you do not do so, you may pay too much, be liable to pay a penalty fare or you may be prosecuted.

The following will not count towards any daily or Monday-Sunday cap:

- pay as you go journeys on the Emirates Air Line and Thames Clipper River Bus services
- pay as you go journeys on Southeastern highspeed services between St Pancras and Stratford International

### 6.12 Visitor Oyster cards

Visitor Oyster cards are issued at our agents abroad and by selected agents in the UK who deal with high volumes of visitors. Special Terms and Conditions apply to these Oyster cards as follows:

- The card can only be used to pay as you go
- A non-refundable £3 charge is applied
- The card cannot be registered or protected

Sample Oyster cards issued to visitors:



From time to time different designs of card may be issued but with the same availability and validity.

### 6.13 Data Protection

If you have registered or protected your Oyster card or signed up to an online account for your contactless payment card, you agree to us holding personal information about you and using it as described below.

### 6.14 Retention of personal travel data

The TfL ticketing system retains details of the journeys made using your Oyster card for eight weeks: after this time it is de-personalised. Journey data from use of your contactless payment card is retained for up to 13 months: after this time it is de-personalised.

## 6.15 How we use your personal information

TfL, its subsidiaries and service providers, will use your personal information for the purposes of customer services and administration, the provision of travel related information, customer research and fraud prevention. If you use your Oyster or contactless payment card in connection with National Rail products or services, you will also be authorising TfL to share your personal information with relevant Train Operating Companies (TOCs) so that they can use it for the same purposes.

In certain circumstances, TfL and relevant TOCs may also share your personal information with the police and other law enforcement agencies for the purposes of the prevention or detection of crime.

If, having used your contactless payment card for travel, you check your journey and charging data without signing up for an online account, you will need to enter your contactless payment card number, expiry date, card security code and billing address each time you check your journey and payment history. TfL will use the information you provide to carry out an authorisation check with your card issuer and will not use or retain it for any other purpose.

Your personal information will be properly safeguarded and processed in accordance with the requirements of the Data Protection Act 1998.

## 7. Using tickets and travel concessions

### 7.1 Printed tickets

**7.1.1** If you do not have an Oyster card with a valid season ticket and/or pay as you go credit on it, a contactless payment card to pay as you go, a valid permit to travel, free travel concession or other authority to travel, valid and available for the whole of the journey you are making, you must have with you (a) printed ticket(s) which is/are valid and available for the whole of the journey you are making.

If you wish to travel to or from a place outside the availability of your printed ticket, or before or after the times that it is valid, you must pay the extra cash fare due before you travel.

**7.1.2** You must use your printed ticket(s) in accordance with these Conditions of Carriage. All printed tickets remain our property and we may withdraw or cancel any printed ticket at any time and it may not be returned for further use. We will only do this for a good reason and, if we do, we will give you a receipt.

You must only buy printed tickets from an authorised outlet. If you buy a printed ticket from anyone else, it will be invalid, may be withdrawn and will not be returned for further use. It may also result in the seller and/or you being prosecuted.

When you have finished using your printed ticket, to avoid an unauthorised person using it, you should hand it in to one of our staff or destroy it.

**7.1.3** The single fare that you must pay at Underground stations for journeys on the Tube and for through journeys to places served by other operators, is the fare from the station where your journey starts to the station/tram stop where your journey finishes.

**7.1.4** On our bus services, cash fares are not available.

If you are using a Saver ticket, you must board at the front door of the bus and give it to the driver. On Heritage Routemaster buses, you must give your Saver ticket to the conductor at the first reasonable opportunity

Special arrangements apply if you are accompanying a wheelchair user (see clause 14.3.5) and to users of buggies (see clause 15.5).

**7.1.5** If you do not pay the correct fare for the journey you are making, you may be liable to pay a penalty fare (see Section 9) or you may be prosecuted (see Section 10).

**7.1.6 Use of printed tickets.** Our printed tickets can only be used by the person they were bought for. Tickets must not be resold or given away for further use. Doing this automatically invalidates them and is an offence under our Byelaws and the Public Service Vehicle (Conduct of Drivers, Inspectors, Conductors and Passengers) Regulations 1990.

This rule does not apply to bus Saver tickets. Anyone may use the tickets in a bus Saver book though each ticket can be used only once.

Some of our tickets and Oyster cards are available for travel on other companies' services. Information about this is shown in the tables on pages 27 to 34. In addition, we sell printed tickets for travel solely on other companies' services. If you use other companies' services, their Conditions of Carriage will apply to that part of your journey.

We also sell printed tickets for admission to venues. The venue operator's rules of admission apply to these tickets.

**7.1.7 Duty to insert printed ticket into ticket gates.** You must insert your printed ticket into the ticket gate at the start and end of a Tube, DLR, London Overground, TfL Rail or National Rail journey. At stations where there are no ticket gates, or where the ticket gates are open or not in use, you must be prepared to show your printed ticket (and photocard, if needed) to a member of staff before starting or ending your journey.

**7.1.8 Duty to show printed tickets.** You must be prepared to show your printed ticket (and photocard, if needed) on each journey, whenever we ask you to do so. You must let a member of staff or a Police Officer examine it at any time during your journey if they ask you to do so. If you fail to do so you may be liable to pay a penalty fare or you may be prosecuted.

If you are using a bus Saver ticket, you must always board the bus using the front door only and immediately hand the Staff Receipt to the driver.

**7.1.9 Platform tickets.** If you intend to go into a compulsory ticket area, but not onto a train, and do not have a ticket that is valid and available for travel, you must buy a printed platform ticket. You can buy it from the ticket office or from the ticket machines when the ticket office is closed. It will be valid for 70 minutes from the time you buy it. It cannot be used for travel.

## **7.2 Using travel concessions**

**7.2.1** If a photocard is needed, you can only use your ticket or Oyster card when you have your photocard with you. This also applies to Oyster photocards when used with a printed ticket.



If you are travelling free or at child-rate, our staff have the right to request proof of your age but will only do so where they have reasonable doubt about whether you are eligible for such travel.

If you have an Oyster photocard or Oyster card with a valid discount concession on it, you cannot transfer it to anyone else to use. If you have an Oyster card or Oyster photocard with a valid discount concession on it, you can only use it if you have the appropriate supporting photocard or National Railcard with you at all times, including when you are buying a ticket or adding credit to pay as you go, irrespective of the service you are using.

If you have a photocard, you cannot transfer or lend it to anyone else.

**7.2.2** Any season ticket you have must not expire later than the expiry date of the photocard which you are using it with or later than the expiry date of your Oyster photocard.

### **7.2.3 Under 11 year olds**

#### **On Buses**

You can travel free at all times.

#### **On the Tube**

**Under 5 years old.** A person under 5 years old can travel free at all times when with a person aged 16 years or older who holds a valid ticket or is using pay as you go.

**Aged 5 to 10 years.** If accompanied by an adult, up to 4 children aged 5 to 10 can travel free at all times. For this purpose, an adult can be any of the following:

- Persons aged 16 or over using any adult-rate ticket (excluding Group Day Travelcards) or when using pay as you go at adult-rate
- 60+ London Oyster photocard holders (no additional ticket needed)
- Older person Freedom Pass holders (no additional ticket needed)
- Disabled person Freedom Pass holders aged 18 or over (no additional ticket needed)
- Veterans Oyster photocard holders aged 18 or over (no additional ticket needed)
- 18+ Student Oyster photocard holders when holding a valid travel ticket or when using pay as you go
- Apprentice Oyster photocard holders when holding a valid travel ticket or when using pay as you go
- Bus & Tram discount photocard holders when holding a valid travel ticket or when using pay as you go
- Jobcentre Plus Travel Discount Card holders when holding a valid travel ticket or when using pay as you go.

Children aged 5 to 10 years travelling without an adult as defined above may travel free on buses and Underground if holding a valid 5-10 Oyster photocard.

### **7.2.4 11 to 15 year olds**

**On Buses** you will not be able to travel if you do not have a valid 11-15 Oyster photocard with you or if it has failed or is damaged. You will need to pay the relevant adult fare for your journey using another Oyster or contactless payment card.

**On the Tube**, you may buy and use child-rate single, return and Day Travelcards without the need for an 11-15 Oyster photocard.

### **7.2.5 National Railcard or Gold Card discounts**

If you hold

- a) a 16-25, Senior or HM Forces Railcard and an Oyster card with the National Railcard discount loaded on it
- b) an Oyster card which both holds an adult-rate annual Travelcard and has the associated Gold Card discount loaded; or
- c) an Oyster card on which a Gold Card discount has been loaded in association with a printed adult-rate annual Travelcard or National Rail point-to-point season ticket

your off-peak Oyster daily cap will be a third off the equivalent adult-rate daily cap. Individual off-peak pay as you go fares for journeys involving travel by Tube, DLR, London Overground, TfL Rail or National Rail will also be a third lower than the equivalent adult rate for the journey. These discounts are only available to the cardholder. You must carry your National Railcard with you at all times, irrespective of the service you are travelling on and present it for inspection when asked.

If you hold a Railcard or adult rate Annual Travelcard / NR point-to-point season ticket and are travelling with other people who are eligible for a discount on any printed tickets bought in association with your Railcard or adult rate Annual Travelcard / NR point-to-point season ticket, the entire group, including you, must buy and use printed tickets.

If you hold a Disabled Persons Railcard and an Oyster card with the Disabled Railcard discount set on it, you can get a third off pay as you go fares and daily caps at any time.

If you hold a Disabled Persons Railcard and also hold an Oyster card with the Disabled Railcard discount and pay as you go credit loaded on it and are travelling with a companion who is eligible for a discount on any printed tickets bought in association with your Railcard, you, as the Railcard holder, may use pay as you go instead of buying a printed ticket.

If you hold an Annual season ticket (Gold Card) valid in Zones 1-6, either on an Oyster card or as a printed ticket, and you wish to travel with a companion holding an Off-peak Day Travelcard bought at a discount in association with your Gold Card you, as the Gold Card holder, do not need to buy a separate ticket. However if your Gold Card is not valid throughout Zones 1-6, you will need to buy a separate Zones 1-6 Off-peak Day Travelcard for yourself.

**7.3 Paying for tickets and adding credit to your Oyster card.** Information about the fare you should expect to pay and how you can buy tickets and put pay as you go credit on your Oyster card is at [tfl.gov.uk/fares](http://tfl.gov.uk/fares) and in publicity at ticket selling outlets.

If you buy a season ticket or add credit to your Oyster card with a cheque or debit/credit card that is not honoured, the season ticket or pay as you go will be invalid from the time it was issued or credit was put on your Oyster card. In such a case, we can charge you the appropriate full cash or pay as you go single fare for all journeys you make using the invalid ticket or Oyster card and we can stop the card.

**7.4 If the Underground station ticket office is closed.** If you do not have with you a valid ticket or sufficient pay as you go credit on your Oyster card, you must use a ticket machine to add credit to your Oyster card or to buy at least a single ticket or a ticket extension.

Alternatively, you may use a contactless payment card to pay as you go.

**7.5 Our ticket types and conditions.** The tables below give information about the availability and validity of our most popular tickets, the rules controlling their use and any special conditions that may apply to them. For more information on child-rate, 18+ Student, Apprentice, 60+ London, Veterans, Jobcentre Plus Travel Discount Card, Bus & Tram discount tickets and National Rail discounts go to [tfl.gov.uk/fares](http://tfl.gov.uk/fares)

It is your responsibility to ensure you have the correct ticket or have validated your Oyster card or contactless payment card correctly for the journey you are making.

As well as the ticket types shown in these Conditions of Carriage, we sell or issue some other types of ticket that are subject to special conditions that appear either on the ticket itself or in a leaflet describing them. Where these special conditions conflict with the ones shown in these Conditions of Carriage, the special conditions apply instead.

If we introduce new tickets, photocards, products or ticketing facilities while this version of the Conditions of Carriage is in force, we will publish information about them separately until we re-issue the Conditions of Carriage.

### Our ticket types and conditions

Ticket type	Bus Saver ticket	One Day Bus & Tram Pass
<b>Validity</b>	Not available to buy at ticket selling outlets. Each ticket is valid for one single bus journey.	From 0001 on the day of validity and for any journey that starts before 0430 the following day.
<b>Availability</b>	A single journey on any bus across the London bus network, including sections outside Greater London.  Cannot be used on special bus services.	Unlimited bus journeys across the London bus network, including sections outside Greater London. Unlimited tram journeys across the tram network. Cannot be used on special bus services.
<b>Can it be used on other services?</b>	No.	On the bus services as shown in Note A3.
<b>Adult photocard needed?</b>	No.	No.
<b>Extra conditions</b>	Cannot be used on more than one bus, unless specifically authorised. Tickets	Cannot be bought before the day of validity.

	<p>are transferable from one person to another before they travel. The bus must be boarded using the front door only and the Staff Receipt portion of the bus Saver must be handed to the driver. Special arrangements apply if you are accompanying a wheelchair user (see clause 14.3.5) or using a buggy (see clause 15.5). On Heritage Routemasters operating some journeys on part of route 15, you must hand the Staff Receipt portion of the bus Saver to the conductor at the earliest opportunity.</p>	<p>Cannot be transferred from one person to another.</p> <p>Only available at adult rate.</p> <p>Will not be replaced if damaged or it cannot be read by yellow card readers.</p>
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## Our ticket types and conditions

Ticket type	Bus & Tram Pass season ticket	Free travel on buses for young people
<b>Validity</b>	From 0001 on the start date and for any journey that starts before 0430 on the day after the expiry date shown.	At all times.
<b>Availability</b>	<p>Unlimited bus journeys across the London bus network, including sections outside Greater London.</p> <p>Cannot be used on special bus services.</p>	<p>Unlimited bus journeys across the London bus network, including sections outside Greater London, on services contracted by London Buses.</p> <p>Not available on special bus services or other operators' services which cross the GLA boundary.</p>
<b>Can it be used on other services?</b>	On the bus services as shown in Note A3 and on trams.	On the bus services as shown in Note A3 and on trams.
<b>Adult photocard needed?</b>	<p>7 Day, monthly and longer period on an Oyster card - No.</p> <p>Printed 7 Day ticket - No.</p> <p>Printed monthly and longer period ticket - Yes.</p>	Not applicable.
<b>Extra conditions</b>	<p>Cannot be transferred from one person to another.</p> <p>Bus &amp; Tram Pass season tickets on an Oyster card can be bought up to 30 days before the start date at Underground stations and Visitor Centres or 7 days before at Oyster Ticket Stops.</p> <p>Printed Bus &amp; Tram Pass season tickets are not available to buy at ticket selling outlets.</p>	<p>Available to all under 11s.</p> <p>All 11 year olds and over need a valid Oyster photocard.</p> <p>The Oyster photocard must be carried at all times and must be touched on the yellow card reader when boarding a bus.</p> <p>Failure to touch your Oyster photocard on the yellow card reader when boarding a bus may result in your free travel concession being withdrawn.</p> <p>Failure to have a valid Oyster photocard or to pay a fare may result in a penalty fare being issued.</p>

## Our ticket types and conditions

Ticket type	Underground single or return	Free travel on the Underground for children aged under 11 years old
<b>Validity</b>	<p>On any train on the date of validity and any journey that starts before 0430 the following day.</p> <p>Return ticket holders must make both the outward and return journey within this period of validity.</p>	At all times.
<b>Availability</b>	<p>A single Underground journey from the station where it is bought to any station/tram stop within the fare value shown on the ticket or to the destination shown on the ticket. Return tickets are available for the same journey in reverse to any Underground station where the fare value is the same or less. The journey must be made without leaving the Underground (or other operator's system) at intermediate stations unless this is specifically mentioned.</p>	<p>On all Tube services.</p> <p>This is subject to the normal rules on availability of the ticket, freedom pass, 60+ London Oyster photocard, Veterans Oyster photocard or pay as you go being used by the accompanying adult.</p> <p>If unaccompanied by an adult, a 5-10 Oyster photocard must be held.</p>
<b>Can it be used on other services?</b>	<p>On London Overground, DLR and tram services, and on the National Rail services shown in Note A1.</p>	<p>On DLR, London Overground and TfL Rail services, and on the National Rail services shown in Note A1.</p> <p>Travel is subject to the normal rules on availability of the ticket, freedom pass, 60+ London Oyster photocard, Veterans Oyster photocard or pay as you go being used by the accompanying adult.</p> <p>If unaccompanied by an adult, a 5-10 Oyster photocard must be held.</p>
<b>Extra Conditions</b>	<p>Can be used to travel by any reasonably direct route to the destination, unless a particular route is specified by the words on the ticket, the ticket machines or price list or by one of our staff.</p> <p>Not valid between:</p> <ul style="list-style-type: none"> <li>• Seven Sisters - Enfield Town / Cheshunt</li> <li>• Walthamstow Central - Chingford</li> <li>• Stratford - Shenfield</li> <li>• Romford - Upminster</li> <li>• New Cross Gate - Crystal Palace / West Croydon</li> <li>• Watford High Street - Watford</li> </ul>	<p><b>Under 5 years old.</b> Available to all children at all times when they are with a ticket holder or someone using pay as you go.</p> <p><b>Aged 5 to 10 years.</b> Available for up to four children when travelling with an adult who has a ticket (see clause 7.5) and to children who hold a 5-10 Oyster photocard.</p>

## Our ticket types and conditions

Ticket type	Day Travelcard	Group Day Travelcards
<b>Validity</b>	<p>Anytime tickets - From 0001 Mondays to Fridays (except public holidays) on the day of validity and for any journey that starts before 0430 the following day.</p> <p>Off-Peak tickets - From 0930 on Mondays to Fridays (from 0001 on Saturdays, Sundays and public holidays) on the day of validity and for any journey that starts before 0430 the following day.</p>	<p>From 0930 on Mondays to Fridays (from 0001 on Saturdays, Sundays and public holidays) on the day of validity and for any journey that starts before 0430 the following day.</p>
<b>Availability</b>	<p><b>On Tube, DLR, London Overground, TfL Rail and National Rail services</b> - unlimited journeys within the zones shown on the ticket. Also available to and from any station shown on the ticket and any station in between.</p> <p>Not available on Southeastern highspeed services, Heathrow Express and on Heathrow Connect services between Hayes &amp; Harlington and Heathrow or on the Emirates Air Line.</p> <p><b>On buses</b> - unlimited journeys across the London bus network including sections outside Greater London. This applies to all Travelcards irrespective of the zone(s) shown on the ticket.</p> <p>Cannot be used on special bus services.</p> <p><b>On trams</b> - unlimited journeys where the Travelcard includes Zone 3, 4, 5 or 6.</p>	<p><b>On Tube, DLR, London Overground, TfL Rail and National Rail services</b> - unlimited journeys within the zones shown on the ticket. Also available to and from any station shown on the ticket and any station in between.</p> <p>Not available on Southeastern highspeed services, Heathrow Express and on Heathrow Connect services between Hayes &amp; Harlington and Heathrow or on the Emirates Air Line.</p> <p><b>On buses</b> - unlimited journeys across the London bus network including sections outside Greater London. This applies to all Travelcards irrespective of the zone(s) shown on the ticket.</p> <p>Cannot be used on special bus services.</p> <p><b>On trams</b> - unlimited journeys across the tram network.</p>
<b>Can it be used on other services?</b>	<p>On the bus services as shown in Note A3. Also entitles the holder to 1/3<sup>rd</sup> off the cost of travel on most river services and to discounted fares on the Emirates Air Line.</p>	<p>On the bus services as shown in Note A3. Also entitles the holder to 1/3<sup>rd</sup> off the cost of travel on most river services and to discounted fares on the Emirates Air Line.</p>
<b>Extra conditions</b>	<p>Cannot be transferred from one person to another.</p> <p>Can be bought up to 7 days before the date needed.</p>	<p>Groups must be at least 10 people and must travel together at all times. Cannot be transferred from one person to another.</p> <p>Can be bought up to 7 days before the</p>



date needed.



## Our ticket types and conditions

Ticket type	Travelcard season ticket	Pay as you go
<b>Validity</b>	From 0001 on the start date and for any journey that starts before 0430 on the day after the expiry date shown.	At all times.
<b>Availability</b>	<p><b>On Tube, DLR, London Overground, TfL Rail and National Rail services</b> - unlimited journeys within the zones shown on the ticket. Also available to and from any station shown on the ticket and any station in between.</p> <p>Cannot be used on Southeastern highspeed services, Heathrow Express or on Heathrow Connect services between Hayes &amp; Harlington and Heathrow or on the Emirates Air Line.</p> <p><b>On buses</b> - unlimited journeys across the London bus network including sections outside Greater London. This applies to all Travelcards irrespective of the zone(s) shown on the ticket. Cannot be used on special bus services.</p> <p><b>On trams</b> - unlimited journeys where the Travelcard includes Zone 3, 4, 5 or 6.</p>	<p>Oyster and contactless payment cards can be used to pay as you go on bus, Tube, tram, DLR, London Overground and TfL Rail services and the Emirates Air Line. You can also pay as you go with Oyster on Thames Clippers River Bus services.</p> <p>Also on National Rail services within the National Rail pay as you go area and on Southeastern highspeed services between St Pancras and Stratford International.</p> <p>Cannot be used on special bus services and on a small number of bus services in the outer London area. Go to <a href="http://tfl.gov.uk">tfl.gov.uk</a> for information.</p> <p>Cannot be used on Heathrow Express or on Heathrow Connect services between Hayes &amp; Harlington &amp; Heathrow.</p>
<b>Can it be used on other services?</b>	On the bus services as shown in Note A3. Also entitles the holder to 1/3 <sup>rd</sup> off the cost of travel on Thames Clippers River Bus services and most River Tour services and to discounted fares on the Emirates Air Line.	Pay as you go credit can be used to buy tickets on the Emirates Air Line. Oyster cards can be used on other services - see Note A3
<b>Adult photocard needed?</b>	<p>7 Day, monthly and longer period on an Oyster card - No.</p> <p>Printed 7 Day ticket (issued by TfL) available within Zones 1-9 - No.</p> <p>Printed 7 Day ticket available to a National Rail destination outside Zones 1-9 - Yes.</p> <p>Printed monthly and longer period ticket - Yes.</p>	No.
<b>Extra conditions</b>	<p>Cannot be transferred from one person to another.</p> <p>Where on an Oyster card, can be bought up to 30 days before the start date at Underground stations and Visitor Centres and 7 days before at Oyster Ticket Stops.</p> <p>Where more than one Travelcard, covering the same date or dates of validity, is on an Oyster card, the zonal availability of any such Travelcard must cover adjacent zones at all times.</p>	Pay as you go journeys on the Emirates Air Line and Thames Clippers River Buses and tickets bought using pay as you go credit for use on the Emirates Airline will not count towards any daily cap.

Printed tickets can be bought up to 7 days before the start date.

## Our ticket types and conditions

Ticket type	Freedom Pass	English National Concessionary Bus Passes
<b>Validity</b>	<p>At all times except on National Rail where they are not valid for journeys that start between 0430 and 0930 Monday to Friday, excluding public holidays.</p> <p>Restriction does not apply on the London Overground, TfL Rail and National Rail services shown in Note A2.</p>	<p>At all times on any TfL bus service.</p>
<b>Availability</b>	<p>On all services shown in the booklet issued with Freedom Passes or in other notices about them.</p> <p>Can also be used on some special bus services. Please check with the operator or with London Councils at <a href="http://freedompass.org">freedompass.org</a></p>	<p>Can also be used on some special bus services. Check with the operator or with London Councils at <a href="http://freedompass.org">freedompass.org</a></p> <p>Holders of English National Concessionary Bus Pass Companion cards are not permitted to start their journey within Greater London.</p>
<b>Can it be used on other services?</b>	<p>At all times on the bus services as shown in Note A3.</p> <p>Also on local bus services throughout the rest of England as part of the English National Concessionary Bus Scheme. These bus services can normally only be used by Freedom Pass holders from 0930 to 2300 on Mondays to Fridays (all day Saturdays, Sundays and public holidays). To travel free on these services, the Freedom Pass must contain a hologram and the English National Concessionary Bus Scheme logo.</p> <p>Can be used to get discounted fares on Thames Clippers River Bus, most River Tour services and Emirates Air Line services.</p>	<p>At all times on the bus services as shown in Note A3.</p> <p>On local bus services throughout the rest of England, normally from 0930 to 2300 on Mondays to Fridays (all day Saturdays, Sundays and public holidays).</p>
<b>Extra conditions</b>	<p>Cannot be transferred from one person to another. It can only be used by the person whose name and photograph appears on the pass.</p> <p>We may withdraw any Freedom Pass which appears to be invalid or is being misused and the pass may not be returned whether or not the misuse was by the registered holder of the pass.</p> <p>If you move from Greater London your Freedom Pass must be surrendered by sending it to: FREEPOST FREEDOM PASS RETURNS.</p>	<p>To travel free on all these services, the pass holder must have a valid English National Concessionary Bus Pass showing they are eligible for the English National Concessionary Scheme.</p> <p>Cannot be transferred from one person to another. It can only be used by the person whose name and photograph appears on the Pass. Within Greater London, people accompanying English National Concessionary Bus Pass holders must pay for their own journeys</p> <p>We may withdraw any English National Concessionary Bus Pass which appears to be invalid or is being misused. The pass</p>



may not be returned whether or not the misuse was by the registered holder of the Pass.

## Our ticket types and conditions

Ticket type	Veterans Oyster photocard	60+ London Oyster photocard
<b>Validity</b>	At all times except on National Rail where they are not valid for journeys that start between 0430 and 0930 Monday to Friday, excluding public holidays. Restriction does not apply on the London Overground, TfL Rail and National Rail services shown in Note A2.	At all times except on National Rail where they are not valid for journeys that start between 0430 and 0930 Monday to Friday, excluding public holidays. Restriction does not apply on the London Overground, TfL Rail and National Rail services shown in Note A2.
<b>Availability</b>	On bus, Tube, tram, DLR, London Overground, TfL Rail and National Rail services. A map showing where you can use a Veterans Oyster photocard is at <a href="http://tfl.gov.uk/fares">tfl.gov.uk/fares</a>  Can also be used on some special bus services. Please check with the operator or go to <a href="http://tfl.gov.uk/fares">tfl.gov.uk/fares</a>	On bus, Tube, tram, DLR, London Overground, TfL Rail and National Rail services.  A map showing where you can use a 60+ Oyster photocard is at <a href="http://tfl.gov.uk/fares">tfl.gov.uk/fares</a>
<b>Can it be used on other services?</b>	At all times on the bus services as shown in Note A3.  Can be used to get discounted fares on Thames Clippers River Bus and Emirates Air Line services	At all times on the bus services as shown in Note A3.  Can be used to get discounted fares on Thames Clippers River Bus and Emirates Air Line services
<b>Extra conditions</b>	Cannot be transferred from one person to another. It can only be used by the person whose name and photograph appears on the photocard.	Cannot be transferred from one person to another. It can only be used by the person whose name and photograph appears on the photocard.

### Notes

**A1** Tube cash single and return tickets that only show a fare value or zones can also be used on the National Rail services shown below and, where applicable, within the specified zones.

- Amersham to Marylebone
- Finsbury Park to King's Cross/Moorgate
- Stratford to Liverpool Street
- Tottenham Hale/Seven Sisters to Stratford
- Upminster to Fenchurch Street/Liverpool Street (not via Romford)
- Tottenham Hale/Seven Sisters to Liverpool Street
- Harrow & Wealdstone to Clapham Junction (Southern service)
- Bushey to Euston (London Midland service)
- West Hampstead Thameslink to Elephant & Castle/London Bridge

- West Ruislip to South Ruislip.

**A2** Freedom Passes, 60+ London Oyster photocard and Veterans Oyster photocard can also be used between 0430 and 0930 on the following National Rail services:

- Amersham to Marylebone
- Finsbury Park to King's Cross/Moorgate
- Harrow & Wealdstone to Clapham Junction via Kensington (Olympia)\*
- Harrow & Wealdstone to Euston
- West Hampstead Thameslink to Elephant & Castle/London Bridge
- Stratford to Liverpool Street
- Upminster to Fenchurch Street/Liverpool Street (not via Romford)
- Watford Junction to Harrow & Wealdstone (London Overground service only)
- West Ruislip to South Ruislip.

\* Freedom pass, 60+ London Oyster photocard and Veterans Oyster photocard holders can travel free at all times on London Overground services.

On Southern services between Clapham Junction and Harrow & Wealdstone, holders of Veterans Oyster photocard and Disabled person freedom passes can travel free at all times; holders of Older person freedom passes and 60+ London Oyster photocard can travel free from 0900 on Mondays to Fridays (excluding public holidays) and at all times on Saturdays, Sundays and public holidays.

A map showing where freedom passes, 60+ London Oyster photocard and Veterans Oyster photocard can be used on National Rail between 0430 and 0930 can be found at [tfl.gov.uk/fares](http://tfl.gov.uk/fares)

**A3** The other local bus services within Greater London are:

402 between Bromley North Station and Knockholt Pound, Three Horseshoes only\*  
477 between Orpington Station and Crockenhill Road, Crouch Farm only\*

\* Freedom passes and English National Concessionary Scheme Bus Passes are not valid on routes 402 and 477 before 0930 on Mondays to Fridays.

This information may be changed at any time.

## 8. Replacement and duplicate tickets and Oyster cards

**8.1 Replacement printed tickets.** If your printed ticket is damaged or can no longer be read easily, or if it no longer works our ticket gates, we will replace it free of charge provided we can confirm that it is still valid. Printed tickets issued from Underground ticket offices or Visitor Centres can be replaced at any Underground ticket office. We will not replace a single/return ticket, bus Saver ticket, printed One Day Bus & Tram Pass or any ticket issued by London Overground or National Rail.

**8.2 Replacement Oyster cards.** If your Oyster card is damaged or will not work on our yellow or pink card readers we may replace it free of charge. You can ask us to do this at any Underground ticket office, from a TfL online account or by calling TfL Customer Services. You may be asked to

provide proof of your name and address. Note that a One Day Bus & Tram Pass on Oyster will not be replaced.

If your Oyster card has a negative pay as you go balance, you will be asked to clear it before we replace your card.

If we issue you with a replacement Oyster card with a season ticket on it and the original season ticket was issued under National Rail's Conditions of Carriage, then these Conditions of Carriage will apply subject to you not suffering any loss as a result of this.

If your Oyster photocard or Oyster card with a reduced rate travel concession no longer works or is damaged, you should get the concession loaded on your replacement card.

**8.3 Duplicate printed season tickets.** If you lose a monthly or longer period printed season ticket, we can arrange for it to be replaced with a duplicate printed season ticket, provided that:

- You tell staff at an Underground station ticket office or call TfL Customer Services as soon as possible
- You immediately return the lost printed season ticket to us if you find it

If you bought the season ticket at an Underground station, you can apply for a duplicate season ticket at an Underground station ticket office. You will need to buy printed tickets or use pay as you go whilst waiting for your duplicate season ticket to be issued. We will not refund for the period before you reported the loss of your printed season ticket or for the first five days after you did so. We will also not refund any daily fares paid whilst waiting for your duplicate season ticket to be issued or if we do not agree to issue a duplicate. If it takes longer than five days to issue a duplicate season ticket after you have reported it lost or stolen and we have verified your details, we will make a refund, assessed pro-rata to the original cost of the missing season ticket, for each additional day over the five days. When you apply for a refund you will need to provide proof that you bought tickets or used pay as you go on each additional day

If the loss of your printed season ticket is a result of theft, fire or other exceptional circumstances which have been reported to the police, the fire service or other appropriate organisation, you should be able to provide confirmation of the circumstances from the relevant authority on request eg a crime reference report from the police or a Victim Care Card

We issue duplicate printed season tickets at our discretion. We may ask you to provide additional information or to attend a meeting. We reserve the right to refuse to issue a duplicate printed season ticket. We do not issue duplicates (or give refunds) for lost printed season tickets that are valid for 7 days or less.

#### **8.4 Duplicate season ticket and/or pay as you go on an Oyster card**

**Unregistered or unprotected Oyster cards.** If your unregistered/unprotected Oyster card is lost or stolen, we will not issue a duplicate or make a refund of any season ticket or pay as you go credit on your card at the time of loss/theft or make a refund of any additional fares paid following the loss/theft.

**Registered and protected Oyster cards.** If you lose your registered/protected Oyster card or it has been stolen, you must report this to us as soon as possible. You can report it from a TfL online account or call TfL Customer Services. Once we have verified your details, we will stop your card. If you subsequently find/have returned to you your lost/stolen Oyster card, you must not start using it again. Instead, you should dispose of it securely.

If you lose your registered/protected Oyster photocard, smartcard or Oyster card with a reduced rate travel concession, or it has been stolen, go to [tfl.gov.uk/refunds](http://tfl.gov.uk/refunds) to find out what to do or call TfL Customer Services.

**Season tickets.** If your registered/protected Oyster card has an adult-rate season ticket on it, we will generally aim to replace your ticket. You should get a new Oyster card and sign up for or into a TfL online account or call TfL Customer Services to arrange to transfer your ticket to this new card. We may, in exceptional circumstances, send you a replacement Oyster card with your ticket loaded on it.

In some cases, generally where there are fewer than five days left on your ticket, we will arrange a refund. We will refund the remaining value of the season ticket, less an administration fee (currently £5). The amount of the refund will be worked out from the date and time that we verify your details once you have reported your card missing. If your missing Oyster card also has pay as you go credit on it, any credit remaining on the missing card will be refunded to you.

Any deposit paid for the lost/stolen Oyster card will not be refunded.

If you lose your registered/protected Oyster card with an adult-rate season ticket on it, you will need to buy tickets or use pay as you go whilst waiting for your duplicate season ticket to be issued. If you have to wait longer than five days from the time you report the loss of your Oyster card, the details of which have been verified, to be transferred to your new Oyster card or for a new Oyster card with your duplicate season ticket on it to be issued, a refund assessed pro-rata to the original cost of the missing season ticket, will be made for each additional day over the five days. Any such claim must be made within 28 days of the date your duplicate season ticket or new Oyster card is received. Claims cannot be made after this time. When you apply for a refund, you will need to provide proof that you bought tickets or used pay as you go on each additional day. We do not refund the value of any daily fares paid and will not refund for the period before you reported the loss of your Oyster card and we have verified the details or if we do not agree to issue a new Oyster card with duplicate season ticket on it.

If the loss of your Oyster card is a result of theft, fire or other exceptional circumstances which have been reported to the police, the fire service or other appropriate organisation, you should be able to provide confirmation of the circumstances from the relevant authority on request eg a crime reference report from the police or a Victim Care Card. We will then refund any daily fares paid whilst waiting for your duplicate season ticket to be transferred to a new Oyster card or for a new Oyster card with a duplicate season ticket to be issued. You must claim within 28 days of the date your duplicate season ticket or new Oyster card is received. Claims cannot be made after this time. When you apply for a refund, you will need to provide proof that you bought tickets or used pay as you go on each additional day. We refund additional fares where they are covered by the availability of your season ticket. We will not refund for the period before you reported the theft/ destruction of your Oyster card and we have verified the details or if we do not agree to issue a duplicate.

We issue duplicate season tickets for Oyster cards at our discretion. We may ask you to provide additional information or to attend a meeting to discuss your application for a duplicate season ticket. We reserve the right to refuse to issue a duplicate season ticket. We do not issue duplicates (or give refunds) for lost printed season tickets that are valid for 7 days or less.

If we issue you with a new Oyster card with a duplicate season ticket on it and the original season ticket was issued under National Rail's Conditions of Carriage, then these Conditions of Carriage will apply subject to you not suffering any loss as a result of this.

**Pay as you go credit.** If your registered/protected Oyster card only has pay as you go credit on it, you should sign up for or into an online account or call TfL Customer Services to transfer your pay as you go credit to a new Oyster card. Alternatively, we may refund the remaining pay as you go credit to you, less an administration fee (currently £5). Any refund or transfer will be worked out from the date and time that your report of loss has been verified.

We transfer pay as you go credit to a new Oyster card or make a refund at our discretion. We may ask you to provide additional information or to attend a meeting. We have the right to refuse to issue a new Oyster card with pay as you go credit or to refund any pay as you go credit. Where we issue a new Oyster card with pay as you go credit you may have to pay an administration fee.

We will not refund any deposit paid for the lost/stolen Oyster card or of the value of any daily fares paid.

## 9. Ticketless travel and penalty fares

**9.1** A penalty fare of £80 applies on London Bus Services Limited and London Underground Limited. This is reduced to £40 if paid within 21 days of the date following issue of the penalty fare notice.

If you are issued with a penalty fare, the Appeals process is outlined on the penalty fares notice issued at the time. Details of who to contact about this and how are shown in Section 2. .

**9.2** If you are travelling on one of our buses without:

- a ticket that is valid and available for the journey you are making
- a validated Oyster card or Oyster photocard showing a record of the start of your journey
- a validated contactless payment card

or you are travelling within the compulsory ticket area on the Underground without:

- a ticket that is valid and available for the journey you are making
- an Oyster card, Oyster photocard or other smartcard containing a valid season ticket
- a validated Oyster card, Oyster photocard or other smartcard, when you are paying as you go, showing a record of the start of your journey
- a validated contactless payment card

you may be issued with a penalty fare or you may be prosecuted.

Your Oyster photocard may be withdrawn if you do not pay any penalty fare that is issued to you.

## 10. Suspected fare evasion and prosecutions

**10.1** If you are travelling on one of our buses without:



- a ticket that is valid and available for the journey you are making
- a validated Oyster card, Oyster photocard or other smartcard showing a record of the start of your journey
- a validated contactless payment card

or you are travelling within the compulsory ticket area on the Underground without:

- a ticket that is valid and available for the journey you are making
- an Oyster card, Oyster photocard or other smartcard containing a valid season ticket
- a validated Oyster card, Oyster photocard or other smartcard, when you are paying as you go, showing a record of the start of your journey
- a validated contactless payment card

and we believe that you are trying to avoid paying the correct fare, you may be prosecuted. If the court finds you guilty you risk a fine or imprisonment.

**10.2** If we believe that you have used or tried to use any ticket, Oyster card, Oyster photocard or smartcard to defraud us we may cancel and not re-issue it. If we believe that you have used or tried to use a contactless payment card to defraud us, we may prevent it from being accepted for travel in future. If this happens, we will not give you or the rightful holder a refund of the remaining value of the ticket, or refund any credit or deposit paid for the Oyster card.

**10.3** If we believe that your ticket or Oyster card (or your photocard) has been tampered with we may withdraw it. If this happens, we will not return it or replace it or give you a refund of the remaining value. If your ticket or Oyster card (or your photocard) is damaged to such an extent that it cannot be read or will not work on our yellow or pink card readers, we will withdraw and not return it but may, at our discretion, replace it. In either case, you must hand over the ticket or Oyster card and/or photocard if we ask you to do so.

## **11. Refunds if you are delayed on Underground and bus services**

**11.1** If we or our contractors fail to run the advertised bus or Tube services or if there are delays to those services, we will not compensate you for any losses you may suffer as a result, except in the circumstances and in the ways as set out below.

**11.2** If your Tube journey was delayed for reasons within our control by 15 minutes or more, we will refund you the single pay as you go fare for the journey on which you were delayed. We will refund the cash value, for the delayed Tube journey, if you bought a paper single or return ticket.

**11.3** You can't get a refund if your journey was delayed as a result of planned service changes and engineering work or for a reason outside our control, like:

- a security alert
- a customer incident, for example, a person ill on a train
- adverse weather conditions

**11.4** You must apply within 28 days of the delayed journey.

**11.5** If you use an alternative route to your destination due to planned or advertised service changes, you are not eligible for a refund.

**11.6** If you have a free travel concession, you are not eligible for a refund.

**11.7** If our Tube services are disrupted by strike action, refunds are not payable. In the event of a strike, we may offer a goodwill payment in which case special rules for claiming will apply. For information go to [tfl.gov.uk](http://tfl.gov.uk) or contact TfL Customer Services.

**11.8** If our bus services are disrupted by strike action, you can contact TfL Customer Services for guidance.

### Refunds if you are delayed on Underground services

If this happens	We will...	What to do next
<p><b>You make your journey but are delayed for reasons within our control by 15 minutes or more on Tube services. (This does not include any delay incurred as a result of strike action.)</b></p>	<p>refund the single pay as you go fare for the delayed journey if you were using an Oyster or contactless payment card</p> <p>refund the cash value, for the delayed journey, if you bought a paper single or return ticket</p>	<p>Sign in to your TfL online account to apply. You must apply within 28 days of the delayed journey.</p> <p>Find out how to apply for a refund at <a href="http://tfl.gov.uk/service-delay-refunds">tfl.gov.uk/service-delay-refunds</a> or call TfL Customer Services</p>
<p><b>You make your journey but are delayed or have to pay additional or higher fares on alternative routes for reasons outside our control.</b></p>	<p>give no refund.</p>	<p>Contact TfL Customer Services if you have any suggestions about how we could have handled the situation better.</p>
<p><b>You make your journey but are delayed, or have to pay additional or higher fares on alternative routes, as a result of planned service changes or engineering works.</b></p>	<p>give no refund.</p>	<p>Contact TfL Customer Services if you have any suggestions about how we could have handled the situation better.</p>

<b>When using pay as you go, you have touched your Oyster or contactless payment card on a yellow card reader, but are unable to start or finish your journey because of service disruption:</b>	attempt to charge the right fare by automatically completing the journey.	Sign into your TfL online account to apply for a refund or call TfL Customer Services.
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### Refunds if you are delayed when using bus services

If this happens	We will...	What to do next
<b>You make your journey but are delayed because of service disruption not within our or our contractors' control.</b>	normally give no refund.	Contact TfL Customer Services in writing if you have any suggestions about how we could have prevented the delay from happening or handled it better.
	consider a request for a refund if you experience exceptional hardship.	Write to TfL Customer Services giving a full explanation of the circumstances.

## 12. General refund policy for travel on Tube and bus services

### 12.1 Season ticket refunds on Oyster cards and printed tickets

**12.1.2** We will not give you a refund for a season ticket or pay as you go credit on an unregistered/unprotected Oyster card which has been lost or has been stolen.

**12.1.3** We will normally refund the remaining value of a season ticket that you no longer need provided that as soon as you stop using it you immediately return it to us or ask us to cancel it on your Oyster card. The amount of the refund will be worked out from that date.

**12.1.4** We will work out your refund by taking away from the cost of the season ticket you bought, one fifth of the 7 Day rate for each day that the season ticket was held and/or the cost of the cheapest equivalent ticket (or tickets) for the length of time you held it, plus an administration fee that we charge for this service. This means that the amount that we pay back will not usually be in direct proportion to the cost of the season ticket, and if it is near to its expiry date when you return/cancel it, there may be no refund due.

**12.1.5** Refunds will not include any days when you did not use your season ticket before you returned it to us or had it cancelled.

However, if you are ill and cannot immediately return your season ticket to us/have it cancelled on your Oyster card, and if you provide a medical certificate or some other proof (such as a letter from your employer, on their headed paper) confirming the start date of your illness and that you were ill continuously from that date until the date of return/cancellation of your ticket, we will back date your refund as follows:

- if your season ticket is returned to us or cancelled within six weeks after the start of your illness, we will then work out your refund from the start of your illness
- if your season ticket is returned to us or cancelled more than six weeks after the start of your illness, we will work out your refund on the basis of your season ticket having last been used six weeks prior to the surrender/cancellation date.

You must not re-use your printed season ticket after the end of your illness if you intend to claim a refund. Instead you must buy a new ticket when you start travelling again. If you do use your season ticket again, we will not give you a refund.

If you have an Oyster card with a season ticket on it, you must not re-use your season ticket, or use any pay as you go credit on your Oyster card, if you intend to claim a refund, until you have cancelled your season ticket. You must buy a new season ticket when you start travelling again. If you do use your season ticket again or the pay as you go credit on your Oyster card, before the season ticket is cancelled, we will not give you a refund.

**12.1.6** At Underground stations, where a refund cannot be made immediately and has to be referred to TfL Customer Services, you may be given a printout showing the estimated value of any refund due. Where, on processing by TfL Customer Services, the amount shown on this printout does not correspond with the actual amount of the refund due (calculated by TfL Customer Services in accordance with clause 12.1.4) then the refund calculated by TfL Customer Services will apply.

**12.1.7** Where your refund application has to be referred to TfL Customer Services, although your Oyster card may be unregistered/unprotected, you will be required, for administration purposes, to provide your name and address. You may also be required to provide proof of ID.

**12.1.8** We will not normally give you a refund for a duplicate printed ticket that you no longer need, unless the original printed ticket was found and returned to us within one month of the date you reported it lost. If, however, you stop using a duplicate printed ticket for a reason such as redundancy, long term personal illness or pregnancy, we will consider making a refund if you can give us satisfactory proof.

If your season ticket is on a registered/protected Oyster card, this does not apply and a refund will be made in accordance with the clauses within this section. If you paid a deposit for your Oyster card, we will not refund it if you no longer need your duplicate Oyster card.

## **12.2 Refund of maximum fares**

**12.2.1** You may be able to get a refund if you have been charged a maximum fare for an incomplete journey - see clause 6.8.5.

## General refund policy for travel on Underground and bus

If this happens	We will...	What to do next
You have bought a single or return ticket but have not used it for reasons other than service disruption.	generally not refund; however we may consider such requests on a case by case basis	You should send your ticket(s) to TfL Customer Services, explaining why you have not used it (them).
You have bought a single or return ticket but have only partially used it for reasons other than service disruption.	not give a refund on partially used single or return tickets.	

If this happens	We will...	What to do next
You have a book of bus Saver tickets but you no longer need it.	not give a refund on unused bus Saver tickets.	
You buy a one Day ticket but do not use it.	give a refund provided that the ticket is handed in before the day of validity.	You should send your ticket(s) to TfL Customer Services, explaining why you have not used it (them).
You buy a One Day ticket but only partially use it on the day of validity.	not give a refund on partially used One Day tickets.	
You have a credit on your Oyster card to pay as you go but no longer need it.	give a refund of the credit on your Oyster card.	If the balance on your Oyster card is £10 or less, you can get a refund at Tube station ticket machines. Once you have done this, you cannot use your card again. Alternatively, sign up for or into an online account or contact TfL Customer Services.
You buy a season ticket but cannot use it fully or you no longer need it.	give a partial refund provided that: <ul style="list-style-type: none"> <li>• you stop using the season ticket and do not start using it again; and</li> <li>• the charge for the period the season ticket was held plus the administration fee that we charge for this service does not exceed the price you paid for the ticket.</li> </ul>	<p><b>Printed season ticket</b> If you have a printed ticket, you must hand it in at the station where you bought it or send it to TfL Customer Services.</p> <p><b>Season ticket on an Oyster card</b> You should sign up for or into an online account as soon as you no longer need your ticket. Refunds will usually be paid into your bank account. If your ticket is cancelled at</p>

		<p>an Underground station, it isn't always possible to refund you immediately. In this instance, your refund will be arranged by TfL Customer Services and even though your Oyster card may be unregistered/unprotected, you will be required, for administration purposes, to provide your name and address. .</p> <p>If your season ticket was bought using a travel warrant, any refund due will be paid to the warrant issuer. For further information, contact TfL Customer Services.</p>
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If this happens	We will...	What to do next
<b>On your existing Oyster card, you bought a new season ticket that has the same zone(s) of availability and overlaps the expiry date of your current season ticket.</b>	<p>consider a request for a refund of the number of days the tickets overlapped except where your old season ticket expires after a fares revision and your new season ticket starts before the fares revision date.</p> <p>not normally do this more than twice in any 12 month period.</p>	Contact TfL Customer Services.
<b>You have paid more than the advertised pay as you go fare when paying as you go and have correctly touched in and touched out.</b>	<p>refund the amount overpaid where pay as you go is available when making the journey.</p>	<p>Call TfL Customer Services after 48 hours but within 28 days of making the journey. Claims cannot be made after this time.</p> <p>Or sign in to your TfL online account, after 48 hours but within 8 weeks, to apply for one maximum fare refund per calendar month.</p>
<b>You have paid more than the advertised pay as you go fare when paying as you go and either did not touch in or did not touch out.</b>	<p>not normally make any refund unless there were reasons beyond your control for not touching in and touching out.</p> <p>Where we can we will attempt to adjust the credit on your card automatically. The credit will be sent to the station you use most often.</p>	<p>Call TfL Customer Services after 48 hours but within 28 days of making the journey and we will consider your request. Claims cannot be made after this time.</p> <p>Or sign in to your TfL online account, after 48 hours but within 8 weeks, to apply for one maximum fare refund per calendar month.</p>
<b>You forget to bring your season ticket</b>	<p>consider a request for a refund provided you buy (an) additional ticket(s) for the journey(s) you make</p>	You should call TfL Customer Services with details of the tickets) you bought or the Oyster or contactless payment

<p>or registered/protected Oyster card with a season ticket on it with you for a day.</p>	<p>before or at the time you travel on that day. The refund will be based on the cost of your original ticket which you forgot to bring with you and will generally be less than the cost of cash single/return fares.</p> <p>not normally do this if you have used your season ticket already for the day you are claiming.</p> <p>not normally do this more than twice in any 12 month period.</p> <p>not give a refund where your Oyster card is unregistered or unprotected</p> <p>have the right to charge you a penalty fare if you do not pay your fare before travelling.</p>	<p>card you used to pay as you go.</p> <p>All such refund claims must be made within 28 days of the date you forgot to bring your season ticket or registered/protected Oyster card with you. Claims cannot be made after this time.</p>
If this happens	We will...	What to do next
<p>You forget to bring your 5-10 Oyster photocard with free travel concession with you and are not travelling with an adult.</p>	<p>not give a refund of any additional fares paid.</p>	
<p>You forget to bring your 11-15, 16+ Oyster photocard with free travel concession with you.</p>	<p>not give a refund of any additional fares paid.</p> <p>have the right to charge you a penalty fare if you do not pay your fare before travelling.</p>	
<p>You forget to bring your 18+ or Apprentice Oyster photocard with you.</p>	<p>not give a refund of any additional fares paid.</p> <p>have the right to charge you a penalty fare if you do not pay your fare before travelling.</p>	
<p>You forget to bring your Veterans Oyster photocard with you.</p>	<p>not give a refund of any additional fares paid.</p> <p>have the right to charge you a penalty fare if you do not pay your fare before travelling.</p>	
<p>You forget to bring your 60+ London Oyster photocard with you.</p>	<p>not give a refund of any additional fares paid.</p> <p>have the right to charge you a</p>	

	penalty fare if you do not pay your fare before travelling.	
<b>You forget to bring your Bus &amp; Tram discount photocard and/or accompanying Oyster card with you.</b>	not give a refund of any additional fares paid.  have the right to charge you a penalty fare if you do not pay your fare before travelling.	
<b>You forget to bring your Freedom Pass with you.</b>	not give a refund of any additional fares paid.  have the right to charge you a penalty fare if you do not pay your fare before travelling.	

<b>If this happens</b>	<b>We will...</b>	<b>What to do next</b>
<b>You forget to bring your English National Concessionary Scheme Bus Pass with you.</b>	not give a refund of any additional fares paid.  have the right to charge you a penalty fare if you do not pay your fare before travelling.	
<b>You forget to bring your Jobcentre Plus Travel Discount Card and any accompanying Oyster card with you.</b>	not give a refund of any additional fares paid.  have the right to charge you a penalty fare if you do not pay your fare before travelling.	

## 13. Luggage and possessions

### 13.1 General

**13.1.1** For safety reasons, and for the comfort of other passengers, we have to control what you can bring with you onto our buses, Underground trains and property, although we do not charge you for the things we allow. If you have luggage or a folding buggy, or a shopping trolley or folding cycle you must not put it on the seats or allow it to block gangways, stairs, lifts or passages. On buses, unfolded cycles are not permitted and folding cycles may only be carried in the designated luggage area.

**13.1.2** You may bring with you:

- personal luggage that you are able to carry yourself (including up/down fixed stairways)



- folding buggies and folding cycles that you are able to carry yourself (including up/down fixed stairways)
- any other item, provided it is not dangerous or likely to injure anyone.

**13.1.3** You must not bring with you anything that:

- is more than 2 metres long
- you are unable to carry yourself (including up/down fixed stairways)
- is a hazardous or inflammable substance
- is likely to cause injury or offence to other customers or to our staff
- is likely to cause damage to buses, Underground trains or stations.

**13.1.4** Staff can refuse permission for you to take any item onto our services. If you are not sure if a particular item will be allowed, contact TfL Customer Services for advice before you travel.

**13.1.5** Please keep your luggage and possessions with you at all times. Unattended property is a security risk and can cause unnecessary delays to services. It will be removed by our staff, and may be destroyed by the Police. We have the right to prevent you from bringing anything onto buses, Underground trains and property if we believe it may create a security risk.

**13.2. Underground**

**13.2.1** You can bring a folding buggy or folding bicycle with you on any line at all times.

You can also bring an unfolded buggy or bicycle with you, but only on the sections of line shown below, and not between 0730 and 0930 or 1600 and 1900 on Mondays to Fridays (except public holidays). Special arrangements apply on the Bakerloo line.

<b>Circle, District, East London, Hammersmith &amp; City and Metropolitan lines</b>	The whole of each line.
<b>Bakerloo line</b>	Queen’s Park and Harrow & Wealdstone: <ul style="list-style-type: none"> <li>• in the direction Harrow &amp; Wealdstone to Queen’s Park, cannot be carried between 0730 and 0930 Monday to Friday</li> <li>• in the direction Queen’s Park to Harrow &amp; Wealdstone, cannot be carried between 1600 and 1900 Monday to Friday.</li> </ul>
<b>Central line</b>	White City to West Ruislip/Ealing Broadway Leyton to Epping Newbury Park to Woodford via Hainault.
<b>Jubilee line</b>	Finchley Road to Stanmore Canning Town to Stratford.
<b>Northern line</b>	Edgware to Colindale Hendon Central to Golders Green East Finchley to High Barnet/Mill Hill East.
<b>Piccadilly line</b>	Barons Court to Hounslow West/Uxbridge Cockfosters to Oakwood.

Unfolded buggies and bicycles may not be taken on moving escalators or anywhere on the Victoria line or the Waterloo & City line. For safety reasons we do not allow them on the buses that we run in place of Underground trains when part of the network is temporarily closed.

## 14. Access and carriage of passengers in wheelchairs and mobility scooters

**14.1** We want to make travel on our bus and Underground services easier for everyone, including disabled customers.

**14.2** For information about travelling with assistance dogs on our services, see Section 16.

### 14.3 Buses

**14.3.1 Accessibility.** All of our bus services (with the exception of Heritage Routemasters which operate some journeys on part of route 15) are accessible for passengers using the following mobility aids:

- wheelchairs up to a width of 70cm and up to a length of 120cm unfolded which are within the weight limit shown on the ramp or beside the doorway
- mobility scooters up to a width of 60cm and up to a length of 100cm and with a maximum turning radius of 120cm which are within the weight limit shown on the ramp or beside the doorway
- wheeled mobility walkers up to a width of 60cm and up to a length of 100cm and with a maximum turning radius of 120cm

**14.3.2 Free travel.** If you are a wheelchair or mobility scooter user, you can travel free on any of our bus services at all times without showing a ticket or pass.

**14.3.3 Priority.** Wheelchair and mobility scooter users have priority over everyone else for the use of the wheelchair space, since this is the only space in which they can travel safely. If someone in a wheelchair wishes to board, and the wheelchair space is occupied by standing passengers or buggies, standing passengers will be asked by the driver to make room if possible, and buggy users will be asked to fold them and put them in the luggage space or keep them by their side. The driver will tell you what to do.

**14.3.4 Right to refuse travel.** We reserve the right to refuse travel at any time if:

- the bus driver considers that your mobility aid exceeds the dimensions set out above and the weight limit set out on ramp or beside the doorway
- the wheelchair space is already occupied by a wheelchair user
- the driver consider that the bus is so crowded that there is no room for you to travel safely with your mobility aid, or
- the driver considers that it is unsafe for you to travel on the bus with your mobility aid

You will only be refused entry when it is absolutely necessary, but no-one already travelling will be asked to get off the bus. The driver will tell you it if is unsafe for you to travel on a particular bus with your mobility aid.

**14.3.5 Boarding the bus.** If you are a wheelchair or mobility scooter user, you should board the bus through the centre doors of a dual-door bus. Once you have boarded the bus you should

ensure that your wheelchair or mobility scooter is safely positioned in the designated area. Anyone accompanying you must immediately go to the front of the bus after boarding to show their ticket or pass or touch their Oyster card, Oyster photocard or contactless payment card on the yellow card reader.

**14.3.6** Passengers using wheeled mobility walkers may ask to board through the centre doors of a dual-door bus and use the ramp to enter and exit the bus with the driver's permission. You must immediately go to the front of the bus after boarding to show your ticket or to touch your Oyster card on the yellow reader.

## **14.4 Underground**

**14.4.1** If you have mobility impairment and would like information about whether particular Underground stations or trains are accessible, go to [tfl.gov.uk/transport-accessibility/](http://tfl.gov.uk/transport-accessibility/) or contact TfL Customer Services.

**14.4.2** It is unsafe to use an escalator while seated in a wheelchair and you are not allowed to do so.

**14.4.3** If you need assistance when travelling on the Underground, ask a member of staff who will assist you if they are able to and it is safe to do so.

## **15. Access and carriage of passengers with buggies**

**15.1 Accessibility.** All of our bus services are accessible for passengers with buggies up to a width of 70cm and a length of 120cm unfolded, with the exception of Heritage Routemasters which operate some journeys on parts of route 15.

**15.2 Priority.** Wheelchair and mobility scooter users have priority over everyone else for the use of the wheelchair space. You may therefore be asked to fold up your buggy to allow wheelchair or mobility scooter users to use the wheelchair space. See clause 14.3.3 for further details. You will not be asked to get off the bus to make space for other passengers.

**15.3 Right to refuse travel.** We reserve the right to refuse to let you travel if:

- the driver considers that your buggy exceeds the dimensions set out above
- the driver considers that the bus is so crowded that there is no room for you to travel safely with your buggy, or

You will only be refused entry when it is absolutely necessary, but no-one already travelling will be asked to get off the bus.

**15.5 Boarding the bus.** Passengers with a buggy may ask to board through the centre doors of a dual-door bus with the driver's permission. You must immediately go to the front of the bus after boarding to show your ticket or to touch your Oyster card or contactless payment card on the yellow reader.

**15.6 During transit.** If unfolded, please make sure that your buggy is safely positioned within the designated area during transit. For everyone's comfort and safety, unfolded buggies cannot travel in the gangway.

## 16. Animals

**16.1** You can bring an assistance dog with you without charge. You can also bring with you without charge any other dog or inoffensive animal, unless there is a good reason for us to refuse it (such as if the animal seems dangerous). You must keep it under control on a lead or in a suitable container, and must not allow it on a seat. Staff are not allowed to take charge of any animal.

**16.2** If you bring an animal with you, for safety reasons you must carry it through automatic ticket gates. If you have an assistance dog, at stations where there is no wide automatic gate, you must ask a member of staff to open the manual gate to allow you to enter or leave a station.

**16.3** If you bring an animal with you, you must use a staircase or lift where provided. If there is no staircase or lift and you need to use a moving escalator, you must carry your animal unless you have an assistance dog that has been trained to walk on moving escalators. If your animal is too large to carry, a member of staff will stop the escalator to allow it to travel on it when it is safe to do so (generally outside the rush hours and when the station is not busy).

## 17 Lost property

**17.1** How we handle lost property is laid down in the London Transport Act 1982.

**17.2** If you find any lost property on our bus services, Underground trains or stations, please tell a member of staff immediately.

**17.3** If you lose something on the Underground or a bus, you can go to [tfl.gov.uk](http://tfl.gov.uk) and complete an enquiry form, telephone 0343 222 1234 or visit our Lost Property Office at 200 Baker Street, London NW1 5RZ. It is open 08:30 to 16:00 Monday to Friday (except public holidays).

**17.4** Property can take a minimum of three working days before reaching the Lost Property Office. Go to [tfl.gov.uk](http://tfl.gov.uk) for further information about the Lost Property Office.

**17.5** We make a charge for the return of lost property.

## 18. Car parks and cycle racks

**18.1 Car parks.** Some Underground stations have car parks. Visit [tfl.gov.uk](http://tfl.gov.uk) for further information. If you are using one of our car parks, you and your vehicle are subject to the conditions displayed there.

**18.2 Cycle racks, lockers and stands.** Some bus and Underground stations have facilities for cycle and/or motorcycle storage. Further information is available at [tfl.gov.uk](http://tfl.gov.uk) or by calling TfL Customer Services. If you are leaving a cycle or motorcycle at one of our bus or Underground stations you and your cycle/motorcycle are subject to any conditions which may be displayed there.