

Corallian Heights – Sustainable Travel Reimbursement Terms & Conditions

1. The request for reimbursement is open to all addresses within Corallian Heights built and managed by Bellway. Requests are restricted to one per address. Multiple requests received for any address will not be accepted, and the claimant must be over the age of 18.
2. Eligibility will be checked against our resident database, collated based on previous voucher claims. Claim information relating to the site address, type of voucher claimed, surname of claimant and email address will be retained until the end of TPC works (expected 31st December 2029). This information will be stored in accordance with Data Protection Act (see clause 17) and will be deleted within 3 months of the date of the end of TPC works.
3. Prior to making a claim residents must contact Paul Basham Associates (travelplan@paulbashamassociates.com) to confirm their address is eligible and their chosen offer is available.
4. One offering can be requested by each address. Claimants can select from **one of** the following:
 - Reimbursement on Cycle Related purchases (Clause 6)
 - Reimbursement on Bus Tickets (Clause 7)
 - Reimbursement on Rail Tickets (Clause 7)
5. Reimbursements are limited to one mode of transport **only**, up to and including the value of £50.
6. Residents who wish to claim a reimbursement on their cycle purchase must have a proof of purchase. Only one claim may be submitted but this can cover multiple purchases. The overall sum of the claim must not exceed £50 and all receipts must be provided at the same time. Purchase must have been made within 12 months of the claim being made.
7. Residents may only make one claim, which may include multiple purchases (of the same mode of transport). Proof of purchase (limited to a receipt or a bus/train ticket including the date and the value) is required for claims to be valid. Purchase must have been made within 12 months of the claim being made.
8. Reimbursements typically take up to 2 months to be received. However, timescales may vary depending on external factors outside of our control e.g. third parties. The reimbursement would be in the form of a cheque, addressed to the claimant and sent to the postal address, within the development.
9. Purchases can be reimbursed up to 2 months before the end of the TPC work (currently expected to be 31st October 2029) to give sufficient time to process voucher requests before the end of the TPC works.
10. There is no cash alternative available, reimbursements cannot be swapped after they have been requested and the reimbursement is not transferable.
11. Paul Basham Associates reserve the right to cancel or amend the reimbursement at any time.

12. No responsibility will be taken for illegible, incomplete, lost, or forms not received.
13. The promoter will not take responsibility for any lost, stolen or missing reimbursements – replacements cannot be issued.
14. In the event of any dispute, Paul Basham Associates' decision is final, and no correspondence will be entered in to.
15. By contacting the Travel Planning Team at Paul Basham Associates to request a reimbursement you agree to be bound by these terms and conditions.
16. Please retain a copy of these terms and conditions for your records.
17. Paul Basham Associates is compliant with the Data Protection Act. If you have any queries about your data, please email travelplan@paulbashamassociates.com
18. The promoter is Paul Basham Associates, on behalf of Bellway Homes (Wessex) Limited, *Bellway House, Embankment Way, Castleman Business Centre, Ringwood, BH24 1EU*

