



STAFF BRIEF CAMBRIDGESHIRE TRAVEL FOR WORK PARTNERSHIP SEASON TICKET SCHEME

Background

The Cambridgeshire Travel for Work Partnership (TfW) is pleased to offer the employees of all full members of TfW a special discount rate on season tickets and bulk buy tickets purchased for travel to work by train. The season ticket discount is 10% and is being made available for travel on the First Capital Connect and National Express East Anglia routes (shown below).

Brief Summary of the Scheme:

- Season tickets may be purchased for travel between a selection of National Express East Anglia or First Capital Connect stations (excluding London Kings Cross) to Cambridge or Huntingdon stations. See network route maps below for further details
- The duration of the season ticket can be from one calendar month up to one year. Odd period season tickets may also be purchased if required, for example 3 months and 10 days.
- A special discount rate of 10% will be applied to all season tickets purchased for travel to work by train. See sample fares below.
- There are now three ways to purchase a discounted season ticket, with a new online option available for First Capital Connect only.
 - 1) Direct from the **ticket office** at either Cambridge or Huntingdon Stations.
 - 2) By **telephone** from the Customer Services Centre on 0845 600 7245.
 - 3) **Online** purchase of First Capital Connect tickets only. Season tickets valid on First Capital Connect services (as shown on map) can now be purchased online using a web-link and promotion code.

available from TfW. Full TfW employer members may request details of link and promotion code from TfW.

- Additional benefits for purchases of an annual season ticket include:
 - discounted travel on other train journeys within the “Network Card” area for yourself (the season ticket holder) and up to three other adults and four children – restrictions apply
 - a railcard for your partner for just £1 (normal price £25) which enables them to travel independently with up to three other adults and four children and to benefit from discounted travel – restrictions apply.
- A bulk buy option allowing the purchase of 20 tickets (National Express East Anglia) or a Carnet booklet of 10 single journeys (First Capital Connect) at a 10% discount:
 - 20 tickets at a 10% discount to the “anytime” ticket price; valid for a period of 3 months from the date of purchase. This discount is only available to routes on the National Express East Anglia network.
 - A Carnet booklet gives you 10 single journeys for the price of just nine*, available to routes on First Capital Connect. You can use each ticket for one journey – either from your local station **to London or back from London** to your local station. Tickets are valid for 3 months and you can buy books of Peak (Anytime) or Off-Peak tickets to mix and match as you need. See www.firstcapitalconnect.co.uk/carnet for further information. Booklets are currently only available from Huntingdon Station but will be available at Cambridge Station and on-line from March 2010.

*The individual ticket journey price is based on half the relevant ‘Anytime Day Return’ or ‘Off-Peak Day Return’ fare discounted by 10%.

What does the customer need to provide to buy a ticket?

The season ticket discount is only available to employees of full members of TfW and will only be allowed to proceed with the purchase by providing proof of their employer. The employer name will be validated at time of purchase against a list provided by TfW to both National Express East Anglia and First Capital Connect. A list of companies eligible is available at TfW website <http://www.tfw.org.uk/about.php#Fullemps>

Customers will visit either Cambridge or Huntingdon stations and ask to “purchase a monthly/quarterly/annual season ticket under the Cambridgeshire Green Travel Discount Scheme”.

The ticket office will need to see the company identity card or a letter on company headed paper indicating that you are an employee of the company. The ticket office will validate the company name against the full TfW membership list.

The ticket office will require the following information:

- date ticket to start
- duration of ticket
- origin and destination stations
- photocard number (if held, otherwise a new one will issued with your first ticket – passport sized photo will be required)
- payment (by credit or debit card only)

By telephone from the **Customer Services Centre**

Call **0845 600 7245** National Express Telesales and select option 3 and then option 2 – you will be directed to the business travel team who will be able to process your order. Ask to “purchase a monthly/quarterly/annual season ticket under the Cambridgeshire Green Travel Discount Scheme”.

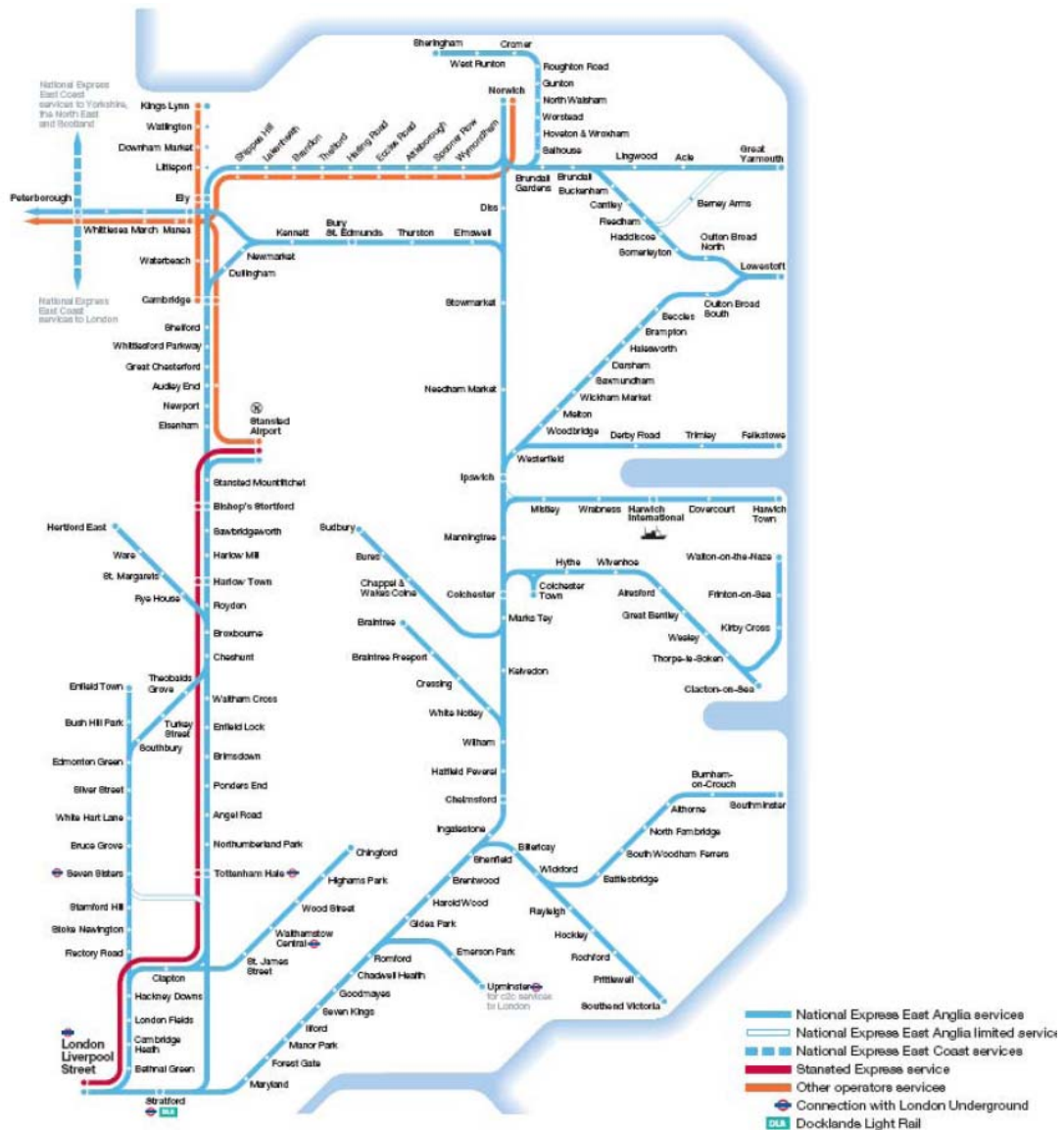
The business travel team will ask for the following information

- employee name
- employee number
- employer name (to be validated against the full TfW membership list)
- date ticket to start
- duration of ticket
- origin and destination stations
- photocard number (if held, otherwise a new one will be sent with your first ticket – passport sized photo will be required)
- payment (by credit or debit card only)
- address to send ticket to

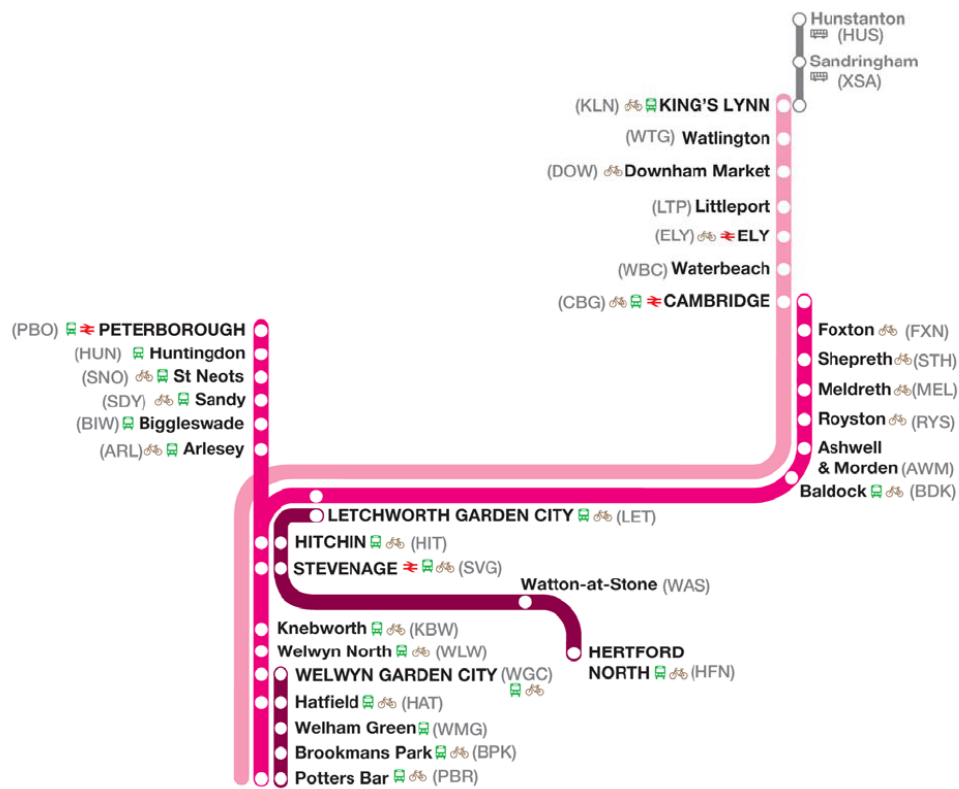
On-line option available for First Capital Connect only. See season ticket purchase instructions for details.

Where can tickets be purchased to travel for?

National Express East Anglia route map



First Capital Connect – Network Route Map



Tickets are only valid to purchase for stations north of Potters Bar and Hertford North on the Great Northern route between Kings Cross and Cambridge.

Sample Fares

Sample Fares – To Cambridge (First Capital Connect) - January 2010

Monthly Season Tickets

From	To	Public Rate 7day	Monthly public rate	10% Discount	Discounted Rate
Ashwell & Morden	Cambridge	£33.40	£128.30	£12.83	£115.47
Foxton	Cambridge	£18.50	£71.10	£7.10	£64.00
Hatfield	Cambridge	£69.30	£266.20	£26.69	£239.58
Hertford North	Cambridge	£69.30	£266.20	£26.69	£239.58
Hitchin	Cambridge	£41.40	£159.00	£15.90	£143.10
Letchworth Gdn City	Cambridge	£38.90	£149.40	£14.94	£134.40
Meldreth	Cambridge	£22.00	£84.50	£8.45	£76.05
Potters Bar	Cambridge	£71.00	£272.70	£27.27	£245.43
Royston	Cambridge	£25.90	£99.50	£9.95	£89.55
Shepreth	Cambridge	£21.00	£80.70	£8.07	£72.63
Stevenage	Cambridge	£47.80	£183.60	£18.36	£164.25
Welwyn Gdn City	Cambridge	£69.30	£266.20	£26.69	£239.58

Quarterly Season Tickets

From	To	Public Rate 7day	Quarterly public rate	10% Discount	Discounted Rate
Ashwell & Morden	Cambridge	£33.50	£384.80	£38.48	£346.32
Foxton	Cambridge	£18.50	£213.20	£21.32	£191.88
Hatfield	Cambridge	£69.50	£798.40	£79.84	£718.56
Hertford North	Cambridge	£69.50	£798.40	£79.85	£718.56
Hitchin	Cambridge	£41.50	£477.00	£47.70	£429.30
Letchworth Gdn City	Cambridge	£39.00	£448.20	£44.82	£403.38
Meldreth	Cambridge	£22.00	£253.50	£25.35	£228.15
Potters Bar	Cambridge	£71.00	£818.00	£81.80	£736.20
Royston	Cambridge	£26.00	£298.40	£29.84	£268.56
Shepreth	Cambridge	£21.00	£242.00	£24.20	£217.80
Stevenage	Cambridge	£48.00	£550.70	£55.70	£495.63
Welwyn Gdn City	Cambridge	£69.30	£798.40	£79.84	£718.56

Annual Season Tickets

From	To	Public Rate 7day	Annual Public Rate	10% Discount	Discounted Rate
Ashwell & Morden	Cambridge	£33.50	£1336.00	£133.60	£1202.40
Foxton	Cambridge	£18.50	£740.00	£74.00	£666.00
Hatfield	Cambridge	£69.50	£2772.00	£277.20	£2494.80
Hertford North	Cambridge	£69.50	£2772.00	£277.20	£2494.80
Hitchin	Cambridge	£41.50	£1656.00	£165.60	£1490.40
Letchworth Gdn City	Cambridge	£39.00	£1556.00	£155.60	£1400.40
Meldreth	Cambridge	£22.00	£880.00	£88.00	£792.00
Potters Bar	Cambridge	£71.00	£2840.00	£284.00	£2556.00
Royston	Cambridge	£26.00	£1036.00	£103.60	£932.40
Shepreth	Cambridge	£21.00	£840.00	£84.00	£756.00
Stevenage	Cambridge	£48.00	£1912.00	£191.20	£1720.80
Welwyn Gdn City	Cambridge	£69.30	£2772.00	£277.20	£2494.80

Sample Fares – To Huntingdon (First Capital Connect) (January 2010)

Monthly Season Tickets

From	To	Public Rate 7day	Monthly public rate	10% Discount	Discounted Rate
Arlesey	Huntingdon	£36.90	£141.70	£14.17	£127.53
Biggleswade	Huntingdon	£27.40	£105.30	£10.53	£94.77
Hatfield	Huntingdon	£61.80	£237.40	£23.74	£213.66
Hertford North	Huntingdon	£57.80	£222.00	£22.20	£199.80
Hitchin	Huntingdon	£41.40	£159.00	£15.90	£143.10
Peterborough	Huntingdon	£31.90	£122.50	£12.25	£110.25
Potters Bar	Huntingdon	£75.00	£288.00	£28.80	£259.20
St Neots	Huntingdon	£18.50	£71.10	£7.10	£64.00
Sandy	Huntingdon	£27.40	£105.30	£10.53	£94.77
Stevenage	Huntingdon	£46.40	£178.20	£17.82	£160.38
Welwyn Gdn City	Huntingdon	£57.80	£222.00	£22.20	£199.80

Quarterly Season Tickets

From	To	Public Rate 7day	Quarterly public rate	10% Discount	Discounted Rate
Arlesey	Huntingdon	£37.00	£425.10	£42.51	£382.59
Biggleswade	Huntingdon	£27.50	£315.70	£31.57	£284.13
Hatfield	Huntingdon	£62.00	£712.00	£71.20	£640.80
Hertford North	Huntingdon	£58.00	£665.90	£66.59	£599.31
Hitchin	Huntingdon	£41.50	£477.00	£47.70	£429.30
Peterborough	Huntingdon	£32.00	£367.50	£36.75	£330.75
Potters Bar	Huntingdon	£75.00	£864.00	£86.40	£777.60
St Neots	Huntingdon	£18.50	£213.20	£21.32	£191.88
Sandy	Huntingdon	£27.50	£315.70	£31.57	£284.13
Stevenage	Huntingdon	£46.50	£534.60	£53.46	£481.14
Welwyn Gdn City	Huntingdon	£58.00	£665.90	£66.59	£599.31

Annual Season Tickets

From	to	Public Rate 7day	Annual Public Rate	10% Discount	Discounted Rate
Arlesey	Huntingdon	£37.00	£1476.00	£147.60	£1328.40
Biggleswade	Huntingdon	£27.50	£1096.00	£109.60	£986.40
Hatfield	Huntingdon	£62.00	£2472.00	£247.20	£2224.80
Hertford North	Huntingdon	£58.00	£2312.00	£231.20	£2080.80
Hitchin	Huntingdon	£41.50	£1656.00	£156.60	£1490.40
Peterborough	Huntingdon	£32.00	£1276.00	£127.60	£1148.40
Potters Bar	Huntingdon	£75.00	£3000.00	£300.00	£2700.00
St Neots	Huntingdon	£18.50	£740.00	£74.00	£666.00
Sandy	Huntingdon	£27.50	£1096.00	£109.60	£986.40
Stevenage	Huntingdon	£46.50	£1856.00	£185.60	£1670.40
Welwyn Gdn City	Huntingdon	£58.00	£2312.00	£231.20	£2080.80

Sample Fares – To Cambridge (National Express East Anglia) - January 2010

Monthly Season Tickets

From	To	Monthly public rate	10% Discount	Discounted Rate
Audley End	Cambridge	£108.70	£10.85	£97.85
Bishops Stortford	Cambridge	£166.30	£16.65	£149.65
Bury St Edmunds	Cambridge	£153.00- Anglia plus price	£15.30	£137.70
Cheshunt	Cambridge	£263.90	£26.40	£237.50
Downham Market (FCC)	Cambridge	£153.60	£15.35	£138.25
Elmswell	Cambridge	£204.30/ Anglia plus price- £261.00	£20.45/ £26.10	£183.85/ £234.90
Ely	Cambridge	£89.90 Anglia plus price- £261.00	£9.00/ £26.10	£80.90/ £234.90
Harlow Town	Cambridge	£263.90	£26.40	£237.50
Ipswich	Cambridge	£261.00 Anglia plus price	£26.10	£234.90
Kings Lynn (FCC)	Cambridge	£163.60	£16.35	£147.25
London (Liverpool St)	Cambridge	£361.40	£36.15	£325.25
Norwich	Cambridge	£332.60	£33.25	£299.35
Thetford	Cambridge	£231.20 Anglia plus Price £153.00	£15.30/ £23.10	£137.70/ £208.10

Quarterly Season Tickets

From	To	Quarterly public rate	10% Discount	Discounted Rate
Audley End	Cambridge	£326.10	£32.60	£293.50
Bishops Stortford	Cambridge	£498.90	£49.90	£449.00
Bury St Edmunds	Cambridge	N/A	N/A	N/A
Cheshunt	Cambridge	£791.50	£79.15	£712.35
Downham Market (FCC)	Cambridge	£460.80	£46.10	£414.70
Elmswell	Cambridge	£612.90	£61.30	£551.60
Ely	Cambridge	£269.60	£26.95	£242.65
Harlow Town	Cambridge	£791.50	£79.15	£712.35
Ipswich	Cambridge	N/A	N/A	N/A
Kings Lynn (FCC)	Cambridge	£490.80	£49.08	£441.70
London (Liverpool St)	Cambridge	£1,084.10	£108.40	£975.70
Norwich	Cambridge	£997.70	£99.75	£897.95
Thetford	Cambridge	£693.60	£69.35	£624.25

Annual Season Tickets

From	To	Annual Public Rate	10% Discount	Discounted Rate
Audley End	Cambridge	£1132.00	£113.20	£1018.80
Bishops Stortford	Cambridge	£1732.00	£173.20	£1558.80
Bury St Edmunds	Cambridge	£1600.00 -Anglia plus price	£160.00	£1,440.00
Cheshunt	Cambridge	£2748.00	£274.80	£2473.20
Downham Market (FCC)	Cambridge	£1600.00	£160.00	£1440.00
Elmswell	Cambridge	£2128.00 / Anglia Plus Price- £2720.00	£212.80/ £272.00	£1915.20/ £2448.00
Ely	Cambridge	£936.00 /Anglia plus price- £1600.00	£93.60/ £160.00	£842.40/ £1440.00
Harlow Town	Cambridge	£2748.00	£274.80	£2473.20
Ipswich	Cambridge	£2720.00 Anglia plus price	£272.00	£2448.00
Kings Lynn (FCC)	Cambridge	£1,704.00	£170.40	£1,533.60
London (Liverpool St)	Cambridge	£3764.00	£376.40	£3387.60
Norwich	Cambridge	£3464.00	£346.40	£3117.60
Thetford	Cambridge	£2408.00/ Anglia plus price- £1600.00	£240.80/ £160.00	£2167.20/£1440.00

Frequently Asked Questions

Some of the key questions likely to be raised are below:

Will these tickets be available to purchase from any other FCC station?

NO, these tickets can only be purchased at Cambridge and Huntingdon stations, through the National Express Telesales number shown above or on-line using the First Capital Connect Season Ticket code made available to full Cambridgeshire Travel for Work Partnership (TfW) employers only.

- **How it works?**

Customers will have to follow the procedure outlined above, and do require to show evidence of employment at a TfW Partnership company listed in the brief.

- **Where are Season Tickets available from?**

Season tickets are available for travel between any rail station served by First Capital Connect and National Express East Anglia on the map shown to Cambridge and Huntingdon. Reduced rate tickets will only be issued in conjunction with Company ID or a letter from the employer listed.

- **Can tickets be purchased online?**

Tickets can be purchased online for First Capital Connect only. See details in this briefing document. A link will need to be used as supplied by TfW to access the site and a promotion code entered to activate the promotion. Tickets for National Express East Anglia are not available via this weblink.

- **Will any further identification be required to purchase a ticket?**

YES, customers will be required to show evidence of employment at a full TfW employer company at the station when purchasing a ticket. For example, a company ID or letter from their employer.

- **Can a ticket be purchased for one month only?**

Card holders can purchase a reduced rate Season Ticket for the specified journey for periods between **One Month and One Year**.

- **What is the discount?**

The offer is 10% off the normal Season Ticket price.

- **Can it be used to purchase a First Class ticket?**

Tickets are only valid for travel in Standard class accommodation.