

Declaration Form for the Deposit of Household Waste and / or Use of a Hire Vehicle*

Please read ALL notes in Sections 1, 2 and 3 before completing this form

Name of Applicant

Address

Post Code Telephone Number

Vehicle Model* Vehicle Registration

Hire Company Name

Hire agreement checked confirming vehicle hired for 3 days or less? Yes No

Identification used** Driving License Council Tax Bill Bank Statement

Passport Utility Bill Other (please specify)

Date of Visit

Please note

* T&Cs and the HWRC User Guide apply

** Two forms of ID must be presented with a copy of the hire agreement, one must be photo ID.

The addresses on all documents must be the same to allow access

Section 1 – Declaration of Origin of the Waste

- 1.1. Both Newtown Road Household Waste Recycling Centre and Padworth Lane Recycling Centre are licensed by the Environment Agency to accept household waste only. Waste generated through business, commercial or trade activities, or through other organisations, cannot be deposited at either site.
- 1.2. By signing and submitting this form you are declaring to West Berkshire Council:
 - a) That only waste generated from your own household is being deposited.
 - b) That no waste generated from business, commercial or trade activities is being brought in by you.
 - c) That the information supplied to West Berkshire Council on this form is accurate.
- 1.3. Additionally, by signing and submitting this form you are agreeing that:
 - a) West Berkshire Council has the right to undertake any further investigation necessary to identify the origin of the waste (including visiting the applicant's property).
 - b) Any unlawful deposition of business, commercial or trade waste at either of the facilities mentioned above is considered an offence under the Environmental Protection Act 1990 and person(s) responsible may face a fine or be prosecuted.
 - c) To abide by the Terms and Conditions.

Signed Print Name Date

Please turn over

Types of waste being deposited (to be completed by site operative):

Scrap Metal Ceramics Black sacks Large Domestic Appliances
Soil & Hardcore Garden Waste Engine Oil Plasterboard Electrical Items
Furniture Wood Other – please specify

Site Operatives Approval

Signed Print Name Date

Section 2 – Notes

Please read these notes carefully before submitting this Household Waste Declaration Form

- 2.1 Trade Waste (waste arising from a business or waste which is being transported for commercial gain) may not be deposited at the Household Waste Recycling Centres in West Berkshire.
- 2.2 Where the driver maintains that the waste is not trade (as defined in 2.1 above) then the waste may be accepted upon completion of this form, subject to site operative's discretion.
- 2.3 Failure to complete the Household Waste Declaration Form as defined in 2.2 above will result in the load being turned away.
- 2.4 The decision to grant access is subject to the site operative's discretion and such a decision is final. Co-operation is therefore necessary to prevent any possible offences being committed.
- 2.5 It is a criminal offence to illegally dispose of trade waste at these facilities. If proven, it could result in a fine or prosecution.

Section 3 – Site Rules and Restrictions

- 3.1 Site restrictions at both Newtown Road Household Waste Recycling Centre and Padworth Lane are included within the T&C's and the HWRC User Guide and must be adhered to.
- 3.2 Failure to comply with these site rules may result in a vehicle being refused entry or directed to leave the site immediately.
- 3.3 ANPR and CCTV systems are in place for your safety and security and to help with complaints or disputes.
- 3.4 The Council has the right to amend and change the T&C's and the HWRC User Guide at any time and changes will be published at www.westberks.gov.uk