



Application for a Commerical Waste Permit

This form should be completed by anyone who would like to apply for a Commercial Permit to dispose of commercial waste **ONLY** at the Porthmellon Waste Site. Please refer to the Terms and Conditions attached to this application.

You will receive a letter of confirmation within 5 working days of your application.

Please select from the following options:

- ☐ I have never had a permit before
- ☐ My previous permit has expired
- ☐ I have changed my vehicle and/or address and need to replace my permit.
- ☐ I have lost my original permit.

Commercial Permit Required:

- 1 Month (£15) ☐
- 8 Month (£100) ☐
- 12 Month (£140) ☐

Please note: additional charges will apply based on the total weight of commercial waste.

I would like to set up an account with the Council of the Isles of Scilly for payment of these sums. ☐

Vehicle Details

Vehicle registration number:

Vehicle make, type, model:

Vehicle colour:

Business name identified on the vehicle:

☐

Yes

☐

No

If yes, please state details:

Legal gross weight

Trailer size (if applicable):

Are you the owner of the vehicle?

☐

Yes

☐

No

...working for a strong, sustainable and dynamic island community

Town Hall, St Mary's, Isles of Scilly, TR21 0LW ☎01720 424000 ✉enquiries@scilly.gov.uk

Exisiting Permit Details (if applicable)

Permit number:

Date of issue:

Your details

Title and forename:

Surname:

Address:

Postcode:

Contact telephone number:

Email:

Data protection: The data provided on this form is collected by the Council of the Isles of Scilly (the "Council") as data controller in accordance with the Data Protection Act 1998. The Council shall keep the information given on this form on a database and may use the information for one or more of the following purposes: processing your application for a permit, monitoring and administering the permit system; preventing or detecting unlawful disposal of commercial or industrial waste; and/or taking any enforcement action relating to the unlawful disposal of waste (the "Purposes"). The Council will not disclose the information to any third party except where such disclosure is a legal requirement or is lawful or is in furtherance of the Purposes.

Declaration: I confirm that the information provided by me on this form is correct. I have read the Terms and Conditions for use of a Temporary Vehicle Permit for the disposal of Household waste at the Porthmellon Waste Site and agree to be bound by them. I give consent for the processing of my data:

Signature:

Date:

Please send your completed application form to:

Infrastructure Department, Council of the Isles of Scilly, Town Hall, St Mary's, Isles of Scilly, TR21 0LW

For further information please visit our website:

www.scilly.gov.uk/waste, call **01720 424000** or email infrastructure@scilly.gov.uk

Commercial Waste Permit(s) Terms and Conditions

Terms and Conditions for use of a Commercial Waste Permit (the “Permit”) to dispose of commercial waste only at the Porthmellon Waste Site.

The Permit entitles the applicant(s) (“you”) to dispose of commercial waste at the Porthmellon Waste Site subject to the following terms and conditions:

1. You may only use the Permit to access the Porthmellon Waste Management Site in order to dispose of Commercial Waste. Commercial waste is that arising from any commercial activity, including that which you run from your home, construction, demolition, industry and agriculture.
2. Leaving waste outside the gates is considered fly tipping. The Council of the Isles of Scilly reserves the right to investigate and initiate legal proceedings.
3. You must present the Permit to staff on each and every visit for verification and marking.
4. Failure to produce a permit will lead to refused access to the site.
5. You must comply with site instructions and conditions of use which may be notified to you by the Council of the Isles of Scilly operatives at the time of your visit.
6. A Permit is required for all vehicles disposing of commercial waste.
7. Commercial waste must only be disposed of on commercial waste days.
8. The Permit allows multiple visits per vehicle in one, eight or twelve month periods (depending on the permit purchased) from the date of issue of the Permit. On expiry of the period, a new Permit must be obtained.
9. The Council will levy a charge in accordance with the Council’s Operating, Access and Acceptance Policy, per kilo of commercial waste disposed.
10. If any of the details you have supplied on the application form change you must inform the Council of the Isles of Scilly Infrastructure Department, Town Hall, St Mary’s, Isles of Scilly TR21 0LW immediately. If your vehicle has changed you must return the Permit and a replacement Permit will be issued. It is not acceptable to amend the Permit yourself. Defacing or amending the permit will invalidate it.
11. If you misplace your permit a charge of £10 will be levied to replace it.
12. The Council of the Isles of Scilly has a policy of zero tolerance to violence, aggression, threatening behaviour or harassment toward staff/contractors or other site users. Any incidents will be recorded and investigated.
13. You agree not to cause a mess on site whilst depositing waste. If you do make any mess, you agree to a) clear it up yourself or b) request assistance from a site attendant to clear up.
14. Any cost incurred by the Council in relation to any cleanup necessary which has been caused by you, will be borne by you.
15. You agree to site Safety Operating Procedures and agree to comply with the site’s health and safety policy and to take instruction from the Waste Site Supervisor or operatives.
16. You agree to adhere to the site’s speed restrictions.
17. You agree that all your employees will be informed about the terms and conditions of using the site and that they will adhere to them.
18. You agree to pay for all disposed waste signed for as per Weighbridge Tickets issued.
19. You agree to pay your invoice within 28 days of the date of invoice.
20. Repeated failure to pay the invoiced sum will result in the withdrawal of your permit.
21. The Council of the Isles of Scilly is required to record details relating to your visit including the type of waste of which you are disposing. The Council of the Isles of Scilly may use these details for the purposes of preventing or detecting crime and taking enforcement action.
22. The Council of the Isles of Scilly will monitor site usage and reserve the right to investigate any suspected breach of these terms and conditions. Details may be passed on to the relevant enforcement officers and/or third parties in accordance with the Data Protection Act 1998.

Commercial Waste Permit(s)
Terms and Conditions

23. The Council of the Isles of Scilly reserves the right to cancel your Permit or amend the operation of the Permit scheme at any time.

Signed:.....**Print Name:**.....**Date:**.....