

Hertsmer Borough Council



Trade Refuse Collection Contract and Controlled Waste Description and Transfer Note Agreement

This is a legal document: You are obliged to keep your copy of this document

Section 1 - The customer

Company name:

Limited Co. / Public Limited Company ☐

Trading as:.....

Limited Liability Partnership ☐

Or full name(s) of proprietor / partners:.....

Sole Trader ☐

Invoice / notice address:

Partnership ☐

.....

Postcode:

Tel:Fax:Email:

Contact name(s):

Collection site address:

.....

Postcode:

Tel:Fax:Email:

Contact name(s):

Section 2 - Waste system

1.	Container size		4.	Frequency of collection (minimum once a week)	
2.	Number of containers		5.	Payment type	Annual in advance ☐ Direct Debit ☐
3.	Collection day (see guidance notes for availability in your area)		6.	Invoicing	Annual in advance

Section 3 - Controlled Waste Description and Transfer Note

Waste description

1(a). Is the waste you are transferring (tick one box only)
Inert ☐ Non-hazardous ☐ Hazardous ☐

1(b). Is the waste also (tick if applicable)
Animal by product ☐ Liquid waste ☐ Special waste ☐ Excluded waste ☐

2. Please describe the waste you are transferring by reference to the
European Waste catalogue (E.W.C.) Enter one E.W.C. code only

3. Please give any other additional information, including details of any problems your waste may present, that will
affect containment, safe and lawful handling, transport, treatment or disposal of the waste by any subsequent holder:
.....
.....

4. Please state the nature of your business (e.g. activity(ies) undertaken, goods or services provided):
.....
.....

5. Subject to the waste description (in Section 3, questioss 1 to 4) and the waste system (in Section 2) remain the same,
this controlled waste description and transfer note shall apply for the 12 month period commencing on
(or such other date, which shall not be later than the date of the first collection/transfer, as agreed between the
parties).

6. Current holder of the waste
(a). Name (if not the customer)
(b). Are you the producer of the waste? Yes ☐ No ☐
(c). Have you imported the waste? Yes ☐ No ☐
(d). Are you the holder of a waste management licence? Yes ☐ No ☐
If yes state licence number and issuer:

All subject to HBC standard conditions of supply (attached or which can be obtained from HBC)

For customer completion

I warrant: That the description of the waste (given in
Section 3, questions 1 to 4) is complete and accurate and
undertake to notify HBC immediately if any of these details
change.
Agreed by the customer:
Authorised signature(s):
Name (print):
Job title:Date:

Office use only

Agreed by HBC:
Authorised signature(s):
Name (print):.....
Date:.....

