



360litre Brown Bin Application

Large families may apply for a bigger (360 litre) brown wheeled bin to replace the standard 240 litre bin for recycling. A large family is defined as five or more permanent residents in a household.

Proof of residency, i.e. utility bill, for all adults residing at the below address *must* be provided and dated within the last six months. Copies of birth certificates for persons living in the household aged 0-17 must also be supplied. Details will be recorded and kept on file. **Please be advised that copies will be destroyed and cannot be returned.**

Name:

Address:.....

.....

Postcode: Telephone number:

- 1. Names and ages of all adults and children permanently living at this property:

Name	Date of Birth	Age

With the exception of some properties that are unable to take part in our recycling scheme, each house should have one black bin, one green bin and one brown bin. If you do not have all of the necessary containers, please contact Customer Services on 020 8207 7480.

If your application is successful a 360ltr brown bin will be delivered and your existing 240ltr brown bin will be removed. If your application is unsuccessful you will be notified in writing with reasons to support this.

Applications are subject to continuous monitoring and your bin may be removed if it is found that you are not making full use of your recycling containers.

If you would like to apply for a larger black bin please wait at least two months after receiving your larger brown bin before contacting customer services for a 360ltr black bin application form.

Any additional bins presented will not be emptied and will be removed.

Should your circumstances change at any time, i.e. somebody moves out or you move address, we ask that you notify us to ensure our records are kept up to date. **Please note: if you move house within the borough you are responsible for taking your larger bin(s) with you to your new property and returning the standard size bin(s) to your previous property.**

Please sign this form and send it along with supporting documents to: street.scene@hertsmere.gov.uk or post to:
Street Scene Services, Hertsmeire Borough Council, Civic Offices, Elstree Way, Borehamwood, Herts, WD6 1WA

Declaration

I understand the terms and conditions overleaf and confirm that all the information I have given in my application form is correct.

I confirm I have attached all necessary documentation.

Signed:Print name: Date.....



The information you provide is needed for the administration of this service only. The information you provide will be held in confidence and be stored securely. We will not share this information with another service unit within Hertsmeire Borough Council. Your information will not be used for any other purpose than described and the copies of the birth certificates will be destroyed as soon as we have checked them. Your personal details will be destroyed 6 years from the date of you leaving this service. For further information about data protection issues please contact the Information Officer on 020 8207 2277.

Please send completed form to: Street Scene Services, Hertsmeire Borough Council, Civic Office, Elstree Way, Borehamwood, Herts, WD6 1WA

For office use only	
Application assessed by:	
Application approved: Yes/No	
If no, reason for refusal:	
Signature:	Date:

This section to be completed by administration staff		
Date WI raised:		Actioned by:
Date letter sent to resident advising outcome:		Actioned by: