

**TRADE WASTE APPLICATION**  
*Water Supply (Safety & Reliability) Act 2008*

This information is designed to assist you with the preparation of the required documentation for a Trade Waste Application so it can be assessed by Council in a timely manner. Please note, applications missing essential information will trigger a Request for Information, which will cause delays in the assessment process.

<b>Application checklist</b>	<input type="checkbox"/> Trade waste application <input type="checkbox"/> Details of pre-treatment device <input type="checkbox"/> Plan of location of device			
<b>Property where trade waste is being discharged</b>	Address			
	Lot & Plan			
	Owners Name			
	Owners Address			
	Phone		Mobile	
	Email			
<b>Business discharging trade waste</b>	Name			
	Postal Address			
	Contact Person			
	Email			
	Phone		Mobile	
<b>Business type and trade waste process</b>	Describe the type of business carried out on the premises			
	What type of process on the premises is generating trade waste?			
	Daily discharge volume? This can be calculated using the tenancy water meter			

The information collected on this form will be used by the Charters Towers Regional Council for the purpose of processing and assessment of your application/request. Your personal details will not be disclosed for a purpose outside of Council protocol, except where required by legislation (including the *Right to Information Act 2009* and *Information Privacy Act 2009*). This information will be stored on Council's database. The information collected will be retained as required by the *Public Records Act 2002*.

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<b>The times during which the discharge will or may take place</b>	Days of the week	Hours of the day	
		Between	And
		Between	And
<b>What substances are being discharged in the waste stream</b>	Examples being oil/fat, dyes, medical waste, cleaning products, acids etc		
<b>What is the present/ proposed method of treatment before discharging to sewer?</b>	Treatment Devices	Capacity in Litres	
<b>Proposed/ existing Trade Waste Service contractor</b>			
<b>Owner's consent:</b> By signing this declaration, I ....., the <b>Owner</b> of the property, agree that if Council accepts this application, the trade waste generator noted will comply with all the requirements of the Trade Waste Permit, Council's Trade Waste Environmental Management Policy and Council's Trade Waste Environmental Management Plan.			
Note; If the application is assessed as a category C generator, a full Trade Waste discharge report will be required from a certified Hydraulic Designer.			
Name			
Signature		Date	
<b>Internal Administration Use Only Below</b>			
Assessed By		Date Approved	
Paid		Expiry Date	
Category	A	B	C
			TW Number

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