

Application for Approval to Discharge Trade Waste into Council Sewerage Infrastructure

Water Supply (Safety and Reliability) Act 2008

You MUST complete ALL questions unless the form indicates otherwise. Incomplete forms or forms without all necessary information and documentation will result in your application not being a properly made application.

For all applications, you must:

- Complete the form;
- Provide any mandatory supporting information identified on the form; and
- Submit the applicable fee.

SECTION 1 - APPLICATION TYPE

New Business-Start Date: Change of business owner Changed contact details

SECTION 2 - APPLICANT DETAILS (TRADE WASTE GENERATOR/BUSINESS OWNER)

Note: The Trade Waste Generator Details is the person/entity who will hold the permit/approval and will be legally responsible for complying with the applicable conditions. A business name or trust is not a legal entity and should not be entered in this field. Where a person or company operates a business, the applicant is the person or company.

Applicant:

(person/s or company):

Business Trading Name:

ABN:

Postal Address:

Does this postal address apply to all Council Departments (i.e. rates, water, other permits, animals) Yes No

Telephone: H:

W:

M:

Email:

Contact Person:

Position:

Email:

Mobile:

SECTION 3 - PROPERTY DETAILS (from where trade waste will be discharged)

Street Address:

(including shop/unit number)

Lot & Plan No:

Rating Assessment No:

OFFICE USE

Receipt Code:	T 777	Fee Paid:	\$	Date:		Receipt No:	
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SECTION 4 - INDUSTRY GROUP

Which industry group best represents your business activity (select one only)?

<input type="checkbox"/> Aged Care/Nursing Home	
<input type="checkbox"/> Animal Care/Vet	<input type="checkbox"/> Funeral Homes and mortuaries
<input type="checkbox"/> Bakery - retail	<input type="checkbox"/> Hairdresser
<input type="checkbox"/> Bakery - manufacturing	<input type="checkbox"/> Hospital
<input type="checkbox"/> Boat Maintenance & Repair	<input type="checkbox"/> Hotel / Resort / Hostel
<input type="checkbox"/> Body Corp Wash Down Area (Bins)	<input type="checkbox"/> Marina
<input type="checkbox"/> Brewery	<input type="checkbox"/> Mechanical workshop/automotive/engineering
<input type="checkbox"/> Butcher	<input type="checkbox"/> Medical Centre
<input type="checkbox"/> Cafe /Restaurant / Takeaway / Catering Kitchen	<input type="checkbox"/> Metal finishing metal & wood products manufact
<input type="checkbox"/> Caravan Park	<input type="checkbox"/> Personal or cleaning product manufacturing
<input type="checkbox"/> Child Care with food preparation	<input type="checkbox"/> Raw water treatment
<input type="checkbox"/> Commercial Laundry & Dry Cleaning	<input type="checkbox"/> School
<input type="checkbox"/> Commercial swimming pools	<input type="checkbox"/> Service station / car wash
<input type="checkbox"/> Dentist	<input type="checkbox"/> Supermarket
<input type="checkbox"/> Fire Station	<input type="checkbox"/> Vehicle wash-down
<input type="checkbox"/> Food Manufacturing - Type:	<input type="checkbox"/> Waste recovery / liquid waste disposal
<input type="checkbox"/> Other (please specify):	

SECTION 5 - PRE-TREATMENT DETAILS

Is a pre-treatment device installed? Yes No Is the device shared? Yes No

Pre-Treatment Device Type: Grease Trap Oil Water Separator Silt Arrestor
 Other (please specify):

Pre-Treatment Device Size: 1000 litre 2000 litre 3000 litre
 Other (please specify):

Are there any food waste disposal units connected to sewer? Yes No

Do you use any industrial strength chemicals? Yes No
If yes, please list and attach any relevant MSDS to this application.

Name and phone number of present/proposed contractor to be used to clean trade waste pre-treatment device:

Business Name: _____ Phone: _____

Frequency of Servicing: _____

SECTION 6 - PROPERTY OWNER DETAILS AND CONSENT

Owner Agent

Owner's Full Name:

DOB
(if person)

Postal Address:

Does this postal address apply to all Council Departments (i.e. rates, water, other permits, animals) Yes No

Telephone: H: W: M:

Email:

Contact Person:

Mobile:

Signature of Property Owner or Agent:

Date:

SECTION 7 - CHECKLIST AND SUPPORTING DOCUMENTS

Applicant Officer
Checked

Have you read the conditions below?	<input type="checkbox"/>	
Have all sections of the Application been completed and signed?	<input type="checkbox"/>	<input type="checkbox"/>
Has the property owner/agent signed the consent in section 6?	<input type="checkbox"/>	<input type="checkbox"/>
Are supporting document attached?	<input type="checkbox"/>	<input type="checkbox"/>

DECLARATION

I _____ declare that the information provided by me in this application is true and correct and I consent to the making of enquiries and exchange of information with authorities of any Local, State/Territory or Commonwealth department in regards to any matters relevant to this application.

Applicant Signature:

Date:

Douglas Shire Council – Privacy Collection Notice:

Douglas Shire Council collects and manages personal information in the course of performing its activities, functions and duties. We respect the privacy of the personal information held by us. The way in which the council manages personal information is governed by the *Information Privacy Act 2009* (Qld). We are collecting your personal information in accordance with the *Local Government Act 2009* so that we can assess and finalise your application. Generally, we will not disclose your personal information outside of Council unless we are required to do so by law, or unless you have given us your consent to such disclosure. For further information about how we manage your personal information please see our Information Privacy Policy.

FEE SCHEDULE

New or Amended Application	\$350.00
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DEBTOR ACCOUNT TERMS & CONDITIONS

Renewals and associated fees and charges will be invoiced by Douglas Shire Council via a debtor account to the Applicant.

The Applicant shall settle all accounts in full no later than the due date shown on the invoices.

Where debtor accounts are overdue by 60 days or more, the debt may be referred to a credit reference agency and your permit/approval/license may be suspended or cancelled.

In the case that the Applicant shall be a company acting as a trustee for the trust, the Applicant hereby acknowledges that the trust shall be liable on the account, has sufficient assets to meet payment of the debtor account and is empowered to enter into the account agreement.

CONDITIONS

Ensure Trade Waste Approval renewal fee is paid prior to the expiry of the current Trade Waste Approval.

Trade Waste fees and charges include, but are not limited to, application fees, renewal fees, volume charges, sewer loading charges and inspection charges imposed as a result of your failure to comply with the conditions of this Trade Waste Approval.

Provide, maintain and service the pre-treatment facilities existing at the time this Trade Waste Approval is issued, or installed as a requirement of this Trade Waste Approval and ensure the facilities are accessible at all times

Special conditions may be required relating to specific pre-treatment facilities.

Engage the services of a licensed Liquid Waste Carrier to collect and dispose of all residual waste from the facility at a frequency as stated on the approval.

Maintain detailed servicing records for the facility. Servicing records must be made available to Douglas Shire Council upon inspection and /or request.

Notify Douglas Shire Council at least fourteen (14) days prior to change of ownership of business or occupancy of the property.

The discharge of trade waste to sewer must comply at all times with Douglas Shire Council's sewer admission limits.

Do not vary any discharge procedure or alter any manufacturing process that is likely to affect the quality of trade waste discharge to Council's sewerage infrastructure without the prior approval of Douglas Shire Council.

Allow any authorised representative of Douglas Shire Council to access the property for the purpose of carrying out inspections and the collection of samples of trade waste.

Retain a copy of your Trade Waste Approval on the property.

Ensure any plumbing and drainage work associated with the installation of any pre-treatment facility is undertaken in accordance with the requirements of each of the *Plumbing and Drainage Act 2002* and the *Water Supply (Safety and Reliability) Act 2008*. Works must be carried out by a licensed plumber who is required to lodge an application with Council prior to installation.

This Trade Waste Approval is not transferable or refundable.

Failure to comply with a condition of this Trade Waste Approval may result in Douglas Shire Council suspending or cancelling your Approval to discharge Trade Waste into the sewerage infrastructure of Council, and may leave you liable to prosecution under the *Water Supply (Safety and Reliability) Act 2008*.