

Application for Trade Waste Approval

Water Supply (Safety and Reliability) Act 2008

Applicants 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.

SECTION 1 - APPLICATION TYPE

- | | |
|--|---|
| ☐ New Trade Waste Application | ☐ Change of Ownership Details |
| ☐ Variation to Approval | ☐ Cancellation of Trade Waste Approval |

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

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

Applicant's Email:

Mobile:

Designated Site Contact:

Title:

Email:

Mobile:

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

Street Address:

(including shop/unit number)

Rating Assessment No:

Parcel/Lot or Plan:

SECTION 4 - PROPERTY OWNER DETAILS AND CONSENT

Owner's Full Name:

Mobile:

Postal Address:

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

Email:

Property Agent Name: (if applicable):

Mobile:

Signature of Property Owner (or Agent):

Date:

SECTION 5 - INDUSTRY GROUP AND ACTIVITIES

Complete this section to describe the Business Type and the Trade Waste Activities at the property.
Where possible, use the descriptor of *Trade Waste Activity* provided in *Schedule 1* of this form.

Please indicate normal operating hours:

Council's Trade Waste Management Plan (TWMP) describes the prescribed pretreatment required for most commercial trade waste activities.
If your business type is not mentioned in this form or the TWMP, please contact Council for information on minimum pre-treatment requirements.

SECTION 6 - PRE-TREATMENT DETAILS

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

Name of business the device is shared with:

How are servicing responsibilities are shared:

Pre-Treatment Device Type: ☐ Grease Arrestor ☐ 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 ☐ NoDo you use any industrial strength chemicals? ☐ Yes ☐ No
If yes, please list below and attach any relevant SDS to this application.

Additional comments:

If a pre-treatment device is installed on site, please submit the last three services records as part of this application.

* Where more than two trade waste streams drain to pretreatment or sewer (e.g. shopping centre) please provide a list and occupancy plan describing each trade waste generating occupancy unit, identification of the pretreatment device it drains to, and the capacity or volume of the pretreatment device (if known). Where devices are shared, include both occupancy units that drain to the device.

LICENCED WASTE CARRIER TO SERVICE PRE-TREATMENT DEVICE/S

Business Name:

Phone:

Frequency of Servicing:

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:

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.

Terms and Conditions:

Trade waste refers to liquid waste generated by businesses, industrial operations, or manufacturing activities, excluding human waste and stormwater. Examples include wastewater from restaurants, service stations, spray painting, car washes, butcher shops, commercial laundries, cafés, hairdressers, beauty and personal care salons. Certain prohibited substances must never be discharged into the sewer system.

Before any business can discharge trade waste into the sewer, an application must be submitted to Council and an Approval granted. Conditions may be attached to this approval.

Completion of this application form does not constitute approval to discharge Trade Waste. The Applicant is liable for any damage to Council's infrastructure, environmental harm, or public health impacts resulting from non-compliant discharges. Council does not accept responsibility for losses incurred by the Approval holder due to suspension, cancellation, or enforcement actions.

The applicant agrees to discharge trade waste only within the approved quality and quantity limits and to ensure no prohibited substances enter the sewer, including flammable liquids, toxic chemicals, stormwater, or solid waste. The applicant must prevent any discharge that may harm public health, the environment, or Council's infrastructure. The Applicant agrees to notify Council immediately and in writing of any accidental or non-compliant discharge.

The Applicant must notify Council in writing before making any changes to business operations, processes, chemicals used, pre-treatment systems, or discharge characteristics. Approvals may be reviewed, amended, or reissued at any time. Approvals are not transferable.

Additional trade waste charges may apply. These charges help Council protect sewer infrastructure, treatment facilities, staff, and the environment, while ensuring fair and equitable cost recovery. The Applicant must pay all applicable application fees, inspection fees, trade waste charges, and any additional costs incurred by Council. Some businesses may be required to install a pre-treatment system before an approval to discharge can be granted.

Trade waste requirements are governed by the *Local Government Act 2009*, the *Water Supply (Safety and Reliability) Act 2008*, and relevant Council policies. For more details, refer to the Trade Waste Management Plan available on Council's website.

We/I understand that Council may conduct inspections, audits, sampling, or monitoring of trade waste compliance at any time. The Applicant may be required to undertake self-monitoring activities, submit periodic reports or laboratory results. All service reports of a pre-treatment device must be submitted to Council. The Applicant authorises Council to enquire into, and request service records of pre-treatment devices from licenced waste carriers for compliance and audit purposes.

I/We hereby authorise Council's Trade Waste Officers to attend the site to conduct inspections.

By submitting an application, the Applicant acknowledges and agrees to these above terms and conditions, all conditions imposed in the Trade Waste Approval, all relevant legislation and standards, and any going compliance obligations outlined in Council's Trade Waste Management Plan.

Office Use

Receipt Code:	T 777	Application Fee:	\$264.00	Date:		RN:		CSO:	
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SCHEDULE 1 – COMMERCIAL TRADE WASTE ACTIVITIES

The following business types are "Commercial Trade Waste Activities" provided the Trade Waste discharge is within the limits of Council's Environmental Trade Waste Management Plan.

- Animal care (pounds, boarding kennels, cattery)
- Automotive workshop (detailing, garage, panel beater, radiator shop, wrecker)
- Bakery
- Butcher
- Care facilities where meals served
- Crafts – painting, ceramic, pottery, jewellery, gemstones etc.
- Dental surgery or specialist with plaster casting or amalgam use or removal
- Dry cleaning
- Florist
- Food service business (café, canteen, fast food, hotel, restaurant, takeaway)
- Funeral parlour, Morgue, Autopsy room
- Hairdressing, beauticians and personal care salons
- Jeweller with stone cutting
- Hospital
- Laboratory
- Laundry or laundromat
- Medical centre with plaster casting or laboratory
- Mechanical workshop (includes parts washing, panel work, fitting, turning, repairs, maintenance)
- Mobile cleaning units (bins, floors, furniture, curtains etc)
- Nursing homes
- Optical service and glass cutting
- Pet shop

➤ Photographic (non-digital)
➤ Plant nursery – wholesale or retail
➤ School, College, TAFE, Tertiary Institution
➤ Service Station
➤ Shopping Centre
➤ Stone Working
➤ Swimming pool, spa, hydrotherapy (commercial or public)
➤ Vehicle wash (car wash, truck wash etc)
➤ Veterinary Practice
➤ Other commercial (non-manufacturing/non-industrial business activity)