

Please detach this page and send with copies of two recent utility bills or bank statements for the same address and in the same name, a copy of your V5 registration document and a photograph of the vehicle to:

Environment, Roads and Facilities
Conwy County Borough Council
PO Box 1
Conwy
LL30 9GN

OR

Apply online at www.conwy.gov.uk/recycling in the Household Recycling Centre section.

If you have any queries, please contact the Environment Advice Team on:

☎ 01492 575337

✉ erf@conwy.gov.uk

FOR OFFICE USE ONLY	
Permit Number:	_____
V5 document checked:	<input type="checkbox"/>
Proof of address checked:	<input type="checkbox"/>
Photograph received:	<input type="checkbox"/>
Date Issued:	_____
Expiry Date:	_____
Issued By:	_____



Domestic Van Permit for Recycling Centres

Do I need a Domestic Van Permit?

If you own a van or commercial-type vehicle and wish to use this vehicle to dispose of domestic waste (waste from your own household) at our Recycling Centres, you will need a Van Permit.

Our Recycling Centres accept domestic waste only. The Van Permit shows that you live in Conwy and are not a business seeking to dispose of commercial waste. Cars do not need a permit to use the Recycling Centres.

Am I eligible for a Domestic Van Permit?

- Your vehicle must be registered to you, not a business or organisation.
- Your vehicle must be registered to a domestic address in Conwy County.
- Your vehicle must be below 2m in height and must not be sign written or display any advertising.

What can I do if I'm not eligible?

We offer collection service for bulky waste and a range of trade waste collection services. For more details, call 01492 575337 or e-mail erf@conwy.gov.uk

Alternatively, your waste can be dealt with at a commercial waste disposal site or a commercial waste collection service. See the Yellow Pages under 'Waste Disposal-Commercial.'

Mae'r ddogfen hon ar gael yn Gymraeg hefyd.

Terms and Conditions

- 1) Access to the site will be refused if the vehicle is sign written. Where a permit is issued to a vehicle that subsequently becomes sign written, access to the site will be refused and the permit will be revoked.
- 2) Permits will not be issued to vehicles greater than 2 metres in height.
- 3) Entry into the Household Recycling Centre is only allowed for the disposal of domestic recycling and waste.
- 4) When booking appointments for Household Recycling Centres the permit number must be entered at the time of the booking.
- 5) Permits will only be issued to individual addresses once per annum - maximum of 20 visits per household per annum
- 6) Access will not be allowed without a permit.
- 7) If the permit holder changes vehicle, the old permit and vouchers must be surrendered prior to the issue of a new permit and vouchers.
- 8) If the permit has expired, the site staff will refuse entry to the site.
- 9) This permit does not allow the disposal of commercial waste. Conwy County Borough Council retains the right for site staff to scrutinise and refuse any material that is deemed to be from a commercial activity.
- 10) No waste from areas outside Conwy may be disposed of at the Recycling Centre.
- 11) The onus is placed on the permit holder to renew the permit annually. For each application and renewal, the required documentation must be supplied.
- 12) These terms and conditions will be reviewed periodically and Conwy County Borough Council reserves the right to alter them as deemed necessary. All permit holders will be advised in writing of any changes to the terms and conditions.
- 13) All material that is disposed of at the Household Recycling Centre must be in accordance with site rules and as directed by site staff.
- 14) Conwy County Borough Council will not accept verbal or physical abuse directed to any of its staff or property. Any such behaviour will result in an immediate ban from the site.
- 15) Conwy County Borough Council reserves the right to reject any application.

Domestic Van Permit Application Form

Complete the details below and return to the address overleaf with a **copy of your V5 vehicle registration document**, a **copy of two recent utility bills or bank statements** and a **photograph of the vehicle** you wish to register.

Your permit will be sent to the email address you give. If you do not include an email address, we will issue your permit via the post, which may mean a delay.

Name	
Address and Postcode	
Email address	
Telephone number	
Vehicle registration	
Colour	
Make and Model	

I have read and accept the terms and conditions and accept that failure to comply will result in the permit being revoked.

Print Name:

Signature:

Date:

