

Application for Financial Assistance for the Disposal of Waste

Please complete your form, save a copy and email to council@portstephens.nsw.gov.au or print and fax to (02) 4987 3612, or post to PO Box 42, Raymond Terrace NSW 2324

Application is hereby made under Section 396 of the Local Government Act & in conjunction with Council Minute 106 at Council's Ordinary Meeting on 24th September 2013.

Applicant Details

Organisation Name:

Address:

Postal Address:

Contact Person:

Telephone Numbers: Phone: Mobile:

Facsimile:

Criteria for Eligibility

1. Organisations must be registered as a charitable, not for profit, or benevolent organisation. Please select:

Charitable Not For Profit Benevolent

Supporting documentation provided: (*charity registration, tax department certification*) Yes No

NB: Applications must be accompanied with supporting documentation or the application will be denied.

2. Organisations must apply for an exemption of the waste levy from the NSW EPA; this information must be supplied to Council for use: Please attach copies of approval

Exemption applied for: Yes No Approval was obtained: Yes No

EPA Identification Number:

If approval was not given, please specify the reason:

3. The waste generated by the organisation for disposal must be generated by a community service and that service must be considered a bonafide function of Council.

- What is the nature of the community service in which waste is being collected?

- What type of waste is being collected?

- Please specify how often you believe waste will be disposed:

4. Organisations are required to reduce waste to landfill and meet waste recovery targets by sorting waste into recyclable and non-recyclable items and by adopting procedures to reduce the amount of waste they generate or receive.

5. I am a school conducting an organised volunteer working bee

Date of working bee (please attach supporting documentation, e.g., school newsletter):

Date disposal is required: No. of loads:

Nominated Disposal

Salamander Bay Waste Transfer Station - Soldiers Point Road, Salamander Bay

Raymond Terrace Waste Facility - Newline Road, Raymond Terrace

Declaration

I, the Applicant declare that:

1. I am duly authorised to apply for Financial Assistance for the Disposal of Waste in the Port Stephens area on behalf of the authority holder _____ in accordance with the Section 396 of the Local Government Act and in conjunction with Council Minute 106 at Council's Ordinary meeting on 24th September 2013;
2. The particulars contained above are true;
3. The information & particulars contained in the annexure accompanying this application are true; and
4. The copies of documents that accompany this application are true copies of all documents of which they purport to be copies;
5. I agree to comply with all the relevant conditions and procedures as detailed on the following page.

Applicant Signature: **Date:**

Applicant Name:

Witness Signature: **Date:**

Witness Name:

YOUR PRIVACY

Port Stephens Council is committed to protecting your privacy. We take reasonable steps to comply with relevant legislation and Council policy.

Purpose: The information you provide will enable Council to assess your application for financial assistance for the disposal of waste.

Intended recipients: The information will only be used by Council, its contractors performing functions for Council, and other agencies such as government departments that have legislation allowing them to access Council records.

Supply: Voluntary.

Consequence of Non Provision: If Council does not have the information it may be unable to assess your application or contact you.

Storage and security: This document will be placed on the relevant file and/or saved in Council's records management system in accordance with Council policy and relevant legislation.

Access: Please contact Council on (02) 4980 0255 to enquire how you can access information.

General Conditions

- Only one (1) card will be issued per group.
- Waste will only be accepted during the normal operating hours at each of the Waste Facilities (please refer to the information below on hours of operation).
- The card must be presented to the weighbridge operator of each facility on every occasion.
- Cards have a common expiry date and are not transferable to other organisations.
- Weighbridge Operators may refuse waste that is not authorised on a user's card, which is not sorted as per criteria no. 4 and is not generated from a function of Council.
- Organisations that misuse the program and/or do not follow the program criteria may be removed.
- Organisations that incur charges due to disposing of more than 20 tonnes of waste will be invoiced monthly.
- The following waste will not be accepted at any facility;
 - Liquid Waste
 - Asbestos Waste
 - Hazardous Waste

Salamander Bay Waste Transfer Station
Soldiers Point Road, Salamander Bay - Phone: (02) 4982 7514

Opening Hours: Monday – Friday 7:00am – 3:30pm
Sunday 8.00am – 2.00pm
Closed Saturday & Public holidays (open New Years Day and Easter Monday)

Raymond Terrace Waste Facility
Operated by Suez
Newline Road, Raymond Terrace - Phone: (02) 4983 4100

Opening Hours: Monday – Friday 6:00am – 4:30pm
Saturday 8:00am – 3:30pm
Closed Sunday
Contact the Weighbridge for details of what waste is received

OFFICE USE ONLY

Approved: **YES/NO** All documentation is attached: **YES/NO**

File Number: PSC2005-2561 EPA Approval Number: _____

Authorising Officers Name: _____ (print)

Position: _____ (print)

Authorising Officers Signature: _____ Date: _____

Job Number: _____ Issued by: _____ Date: _____

Comments on approval: _____
