

*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 Facility

Salamander Bay Waste Transfer Station

*Soldiers Point Road, Salamander Bay*

Raymond Terrace Waste Facility

*Newline Road, Raymond Terrace*

## Declaration

I, the Application 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:**

### Office Use Only

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

Trim File Number: PSC2005-2561 EPA Approval No. \_\_\_\_\_

Authorising Officers Name: \_\_\_\_\_ *(print)*

Position: \_\_\_\_\_ *(print)*

Authorising Officers Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Job Number: \_\_\_\_\_ Issued by: \_\_\_\_\_ Date: \_\_\_\_\_

Comments on approval: \_\_\_\_\_

\_\_\_\_\_

## 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 Transfer Facilities (please refer to the information below on operation hours).
- The card must be presented to the weighbridge operator of each facility on every occasion.
- Cards have a common expiry date – 30 June 2015 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

<b>Salamander Bay Waste Transfer Station</b> <b>Soldiers Point Road, Salamander Bay - Phone: (02) 4982 7514</b>		
<b>Opening Hours:</b>	Monday – Friday	7:00am – 3:30pm
	Sunday	8.00am – 2.00pm
Closed Saturday & Public holidays (open New Years Day and Easter Monday)		
<b>Raymond Terrace Waste Facility</b> <b>Operated by SITA Australia</b> <b>New Line Road, Raymond Terrace - Phone: (02) 4983 4100</b>		
<b>Opening Hours:</b>	Monday – Friday	6:00am – 4:30pm
	Saturday	8:00am – 3:30pm
	Closed Sunday	
Contact the Weighbridge for details of what waste is received		

If you have any questions about any of the information in this application please feel free to contact Emma Penfold, Waste Management Officer, on 4980 0180 during office hours. Applications can be faxed to 4987 3612.

*Please retain this page for your records.*