



TRADE WASTE & TRADE RECYCLING SERVICES SERVICE AGREEMENT FORM

818 Pacific Highway, Gordon NSW 2072 / Locked Bag 1006, Gordon NSW 2072

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CONTACT MICHELLE ROBINSON

Please return this form to Council at krq@krq.nsw.gov.au

- Please refer to our brochure - **Trade Waste and Recycling Bin Styles and Sizes** before completing this document. You can find our brochure online at [Trade Waste and Recycling Bin Styles and Sizes](#) or call **9424 0000** for a copy.
- To commence a trade waste / trade recycling service please review and complete this form including the signed conditions on page 3.
- Required with application form is a copy of Certificate of Registration of Business Name (from the Office of Fair Trading)
- This form can be sent to Council: Email – krq@krq.nsw.gov.au or Post – **Ku-ring-gai Council** Locked Bag 1006 GORDON NSW 2072

Ku-ring-gai Council manages privacy and personal information in accordance with relevant legislation and Council's Privacy Management Plan. Your personal information is being collected by the Council to facilitate and process your requests and/or to keep you informed about the Council's related activities. Council takes reasonable steps to comply with all relevant legislation and your information will be stored in accordance with relevant legislation and will only be accessed by authorised person(s). The provision of personal information is voluntary, however if you do not provide the information requested, we may not be able to process your request. For further information, you can view the Privacy Management Plan on Council's website at [Privacy Ku-ring-gai \(nsw.gov.au\)](http://Privacy Ku-ring-gai (nsw.gov.au)) or contact Council's Privacy Officer.

AGREEMENT BETWEEN KU-RING-GAI COUNCIL AND THE PROPERTY OWNER / OCCUPIER

Name of business

Business address

Contact person

Business phone number

ABN

Other contactable address (home)

Alternate phone number (home or mobile)

Email address

Collect bins from (rear lane access or street front)

Address for invoices (not email)

TRADE WASTE COLLECTION SERVICE
Minimum service 1 x bin collected once/week

BIN SIZE	NO. BINS	NO. OF COLLECTION DAYS PER WEEK	PRICE PER BIN PER COLLECTION (23/24 financial year)
120L bin*			
240L bin			
360L bin			
660L bin			
1100L bin			

*Not available for food waste

PLEASE MARK THE DAY OF COLLECTION BELOW

By placing an 'X' in the relevant space

MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY SATURDAY

TRADE RECYCLING COLLECTION SERVICE

Minimum service for each bin type - 1 x bin collected once/week

BIN SIZE	NO. PAPER/ CARDBOARD BINS	PRICE PER PAPER BIN PER COLLECTION (23/24 financial year)	NO. MIXED RECYCLING BINS (glass bottles, plastic containers and cans)	PRICE PER MIXED BIN PER COLLECTION (23/24 financial year)
120L bin*				
240L bin				
360L bin				
660L bin				
1100L bin				

Note - Recycling days are determined by Council.
If you are unsure of your recycling day please contact us on **9424 0000**

MONDAY TUESDAY WEDNESDAY THURSDAY

GENERAL CONDITIONS OF USE TRADE WASTE & TRADE RECYCLING

1. Bins that are serviced from the street are to be put out for collection by 4:00pm on the evening prior to collection.
2. Following collection, bins must be returned to storage within the property.
NB. Storage of bins permanently on the street is not permitted.
3. Bins must not be overfilled. All waste must be contained within the bin and lids closed.
4. Weight restrictions apply - maximum weight is 100kgs. Overweight bins cannot be collected.
5. Invoices are issued quarterly in advance. The service may be discontinued if accounts are not paid within 1 month of issue.
6. At this time a \$29.00 bin removal charge will be applied. At recommencement of the service a \$29.00 bin delivery fee will be applied. Bins may be shared with the approval of the Director of Operations subject to completion of an appropriate written agreement regarding responsibility for accounts.
7. It is the responsibility of the business owner/account holder to report any missed services to Council within 24 hours. Council is unable to issue retrospective credits for missed services.
8. The business owner/account holder is responsible for the regular cleaning of the bin or as directed by Councils Director of Operations.
9. Council must be notified in writing two weeks prior to cancellation of the service. Customer will continue to be charged for service if not formally cancelled and bins returned to Council.
10. Service suspensions incur an administration fee of \$70.00 per suspension.
11. The bins are the property of Ku-ring-gai Council and must be kept in good working order. Please contact Council if your bin needs repair. If your bin is stolen advise Council urgently for a replacement. Account credits are not given for un-reported, stolen bins.

SPECIFIC CONDITIONS OF USE - TRADE WASTE

1. The waste bin is to be used only for solid commercial waste. Waste types excluded from this service are chemicals, pesticides, solvents, ash, sawdust, building materials, rocks, soil, particularly large or heavy items.
2. An additional charge may be incurred by the owner/occupier for special removal of these above items if placed in the waste container.
3. Putrescible waste must be removed a minimum of twice per week (food premises).

SPECIFIC CONDITIONS OF USE - RECYCLING

1. Paper and cardboard is to be flattened prior to being deposited in the bin.
2. Broken glass may not be placed out for collection.
3. The bins shall be used only for the collection of recyclable material specific to the colour and type of bin.
4. It is the responsibility of the owner/occupier to keep the bins free of contaminants.
5. Council's Contractor is granted access to your property for the collection of recyclable material placed out for collection where required.

have read and agree with the conditions of use for the trade waste/trade recycling services.
agree to pay the charges fixed by Council for trade waste & recycling removal from the above premises.

Authorised Person (Print Name) _____

Signed _____ Date _____