



Trade Waste No. _____

Assessment No. _____

TRADE WASTE APPLICATION FORM

ABN 67 433 835 375

Please ensure that all relevant sections of the application form are completed in full and that all plans are submitted. This will avoid any delays in processing the Trade Waste Application and Agreement preparation and execution.

(To assist in filling out this application, please refer to the Guide - form TW-002)

GENERAL INFORMATION

1. Who is the occupier of the site from which Trade Waste will be discharged?

Full name of company or individual:

Trading name (if applicable):

Address of Registered Office/in the case of individual(s) their private address(es):

_____ ABN: _____

2. Provide the following information about the site from which Trade Waste will be discharged?

Unit/Factory No. : _____ Street No. : _____

Street: _____ Suburb: _____

State: _____ Post Code: _____

Municipality: _____ Melway Ref: _____

3. To what address should we send all Trade Waste correspondence?

_____ Post Code: _____



4. Who is the person responsible for day to day Trade Waste Management at the site from which waste will be discharged?

Name: _____ Position: _____

Phone: _____ Facsimile: _____

5. Which Senior Executive should Western Water contact in case of an emergency?

Name: _____ Position: _____

Phone: B/H _____ Facsimile: _____

Phone: A/H _____ Mobile: _____

CLASSIFICATION

6. Is the discharge:

A new discharge? An upgrade of an existing discharge?

A change of occupier? Date of change: ____ / ____ / ____

For a new discharge or an upgrade to an existing discharge, the anticipated Commencement Date of the discharge: ____ / ____ / ____

7. Describe the type of business carried out on the site.

8. What processes on the site generate Trade Waste?

9. Indicate the days and hours during which your discharge will or may take place.

Days of the week

Hours of the day

Mon – Fri between _____ and _____

Saturday between _____ and _____

Sunday between _____ and _____

Type of discharge

Batch

Continuous

10. Are any of the following contaminants present in the trade waste to be discharged to sewer?

<input type="checkbox"/> Heavy Metals	<input type="checkbox"/> Chlorinated Hydrocarbons
<input type="checkbox"/> Acid/Alkali	<input type="checkbox"/> Petrochemicals
<input type="checkbox"/> Solvents	<input type="checkbox"/> Dyes/Inks
<input type="checkbox"/> Medical Wastes/Pharmaceuticals	<input type="checkbox"/> Oil/Fat Emulsions
<input type="checkbox"/> Photographic Wastes	<input type="checkbox"/> Sulphur containing compounds
<input type="checkbox"/> Paint	<input type="checkbox"/> Ammonia
<input type="checkbox"/> Pesticides/Herbicides	<input type="checkbox"/> Disinfectants
<input type="checkbox"/> Biological Wastes	<input type="checkbox"/> Salt Loading
<input type="checkbox"/> Radioactive Material	<input type="checkbox"/> Cyanide

11. Describe any contaminants/substances that are not listed above that you think may be present in the trade waste;

Fixture No. (as per the Legend on the Trade Waste Plan)	Activities or Area Producing Trade Waste	What is in the Trade Waste?	Maximum Volume in Litres per Hour	Maximum Rate in Litres per Minute	Maximum Daily Discharge in Kilolitres
ESTIMATED MAXIMUM TOTALS					

Use this table to describe the processes or activities on the site, which will generate trade waste. Please include the volumes and attach any Material Safety Data Sheets for proprietary products and chemicals used on the site if you cannot describe their chemical composition.

Note: Trade Waste Charges will be applied on actual or factored consumption and not necessarily, the values declared in this table.



12. Please attach a list of Material Safety Data Sheets for all chemicals stored on the site that have the potential to enter the sewerage system.

13. Has a Waste Assessment Plan been carried out for this site?

Yes No If yes, in what year? _____

14. Has a Waste Management Plan been prepared for this site?

Yes No If yes, please attach a copy of the Waste Management Plan.

15. Has an Emergency Response Plan been prepared for this site to prevent and contain spills and firewater?

Yes No If yes, please attach a copy of the Emergency Response Plan.

16. Please describe how storm water from this site is managed and discharged including the nature and size of any unroofed areas with potential for contaminated run-off?



WASTE MANAGEMENT

All applicants are expected to provide a trade waste management plan prior to the discharge of trade waste into the Authority’s sewer. Applicants proposing to discharge up to 1000 kilolitres per year may choose to complete the waste management plan below.

Applicants proposing to discharge more than 1000 kilolitres per year must provide a detailed waste management plan and must include the following;

- a) A detailed description of the trade waste stream(s) from production to point of discharge.
- b) An investigation into waste disposal alternatives including the reasons for disposal to sewer.
- c) A planned waste minimization program, which must include time lines.
- d) A detailed description of the arrangements for maintaining and servicing the pre-treatment equipment including cleaning intervals and contract details for the EPA licensed agent appointed to carry out maintenance and cleaning.
- e) An outline of alternative arrangements for waste disposal in the event of an emergency or the Authority’s sewer becoming unavailable.

Trade Waste Management Plan

(For use with trade waste discharge up to 1000 kilolitres per year)

In the event of an emergency or the Authority’s sewer becoming unavailable, what alternate methods are available for the disposal of your trade waste?

What plans do you have for minimizing the volume of trade waste that you generate?

Please provide details of the EPA licensed contractor appointed to carry out the cleaning of your pre-treatment equipment, include cleaning intervals.

(Provide an attachment if insufficient space)



PLANS

Plans Required

	Copies	Enclosed
1. Site Layout Plan, depicting <ul style="list-style-type: none"> a) details and location of all fixtures, tanks, pits, and apparatus which are associated with the generation of and treatment of Trade Waste, site boundaries, north point and address; b) a legend showing fixture numbers, description of fixtures and treatment apparatus 	1	
2. Trade Waste Treatment Plant A flow diagram is required which includes: <ul style="list-style-type: none"> a) capacity, dimensions and material of construction and lining of all pits and tanks; b) dosing equipment, pH control equipment, pumps and their respective rates and flow metering equipment; c) operation and maintenance schedule attached to the plan. 	2	
3. Storm water Drainage and Sewer Plan	1	

Where the discharger considers there are special circumstances applicable to the discharge, these circumstances should be identified, e.g.,

- Major Hazard Facility (as defined by the Victorian Workcover Authority)
- Large differences between average and maximum daily loads
- Large variations in flow
- Water Re-use potential on the site
- Seasonal discharge

Special circumstances to be listed in detail below.



DECLARATION

This application must be signed below by a person who has the authority both to make the statements set out above and to give the following undertakings.

- a) I undertake to Western Water that I have the authority to make the statements set out above and give the undertakings set out below on behalf of the occupier.
- b) If Western Water accepts the occupiers offer contained in this application, the occupier will:
 - i) comply with all the requirements of any Trade Waste Agreement; and;
 - ii) ensure that all plumbing or drainage work on the site and all connected fittings or appliances comply with all requirements of Australian Standards, the relevant plumbing codes and any Trade Waste requirements imposed by Western Water.

Signed by or on behalf of the occupier:

_____ Name (printed):_____

Date: ____ / ____ / ____ Position: _____

IMPORTANT

It is against the law for you to discharge Trade Waste until you have an executed Trade Waste Agreement. If you do, you could be prosecuted and denied a Trade Waste Agreement.

It is a requirement of your Trade Waste Agreement that all trade waste discharged by the occupier conforms to the conditions and any schedules contained in the agreement. Any breach of the agreement may result in termination of the Trade Waste Agreement and/or prosecution.

Please ensure that all relevant sections are filled out in full and all drawings are submitted to minimise any delay in processing the application.

Office Use Only

<i>Application Fee \$</i>	<i>Receipt No</i>	<i>Date</i>
<i>Officer</i>	<i>PIC No</i>	