

Application for Changes to Commercial Waste Services



Property Owner	Contact Name			
Postal Address			Post code	
Business at Property				
E-mail	Rates Assessment Number			
Phone	Mobile			

Property Address			
	No.	Street	Suburb

Service Selection	2019/20 Annual Charges ex GST	Number of Current Services at Property ⁽²⁾	Number of Additional Services Required	Number of Additional Services to be Cancelled	TOTAL Number of Services at Property
Additional Weekly 240L Garbage Service ⁽¹⁾ 2 bins presented on collection day (owner to provide bins)	\$475				
Additional Twice Weekly 240L Garbage Service ⁽¹⁾ 1 bin presented twice per week (owner to provide bin)	\$475				
Purchase 240L Garbage bin from LMCC (Payment must be received prior to delivery)	Optional	See payment options overleaf			
Additional Weekly 660L Garbage Bin and Service (Council provides bin – subject to site assessment)	\$1,304				
Additional Weekly 1100L Garbage Bin and Service (Council provides bin – subject to site assessment)	\$2,086				
Additional Fortnightly 240L Recycling Bin and Service (Contractor provides bin)	\$80				
Additional Fortnightly 360L Recycling Bin and Service (Contractor provides bin)	\$80				
Additional Fortnightly 660L Recycling Bin and Service (Contractor provides bin – subject to site assessment)	\$699				
Additional Fortnightly 1100L Recycling Bin and Service (Contractor provides bin – subject to site assessment)	\$784				
Additional Fortnightly 1.5m³ Recycling Bin and Service (Contractor provides bin – subject to site assessment)	\$795				
Additional Fortnightly 3m³ Recycling Bin and Service (Contractor provides bin – subject to site assessment)	\$1,112				
Swap your standard 240L Recycling Bin to 360L Bin (Payment must be received prior to delivery – contractor provides bin)	\$25 one off fee	See payment options overleaf			
Swap your upsized 360L Recycling Bin back to a 240L Bin (Payment must be received prior to delivery – contractor provides bin)	\$25 one off fee	See payment options overleaf			
Additional Fortnightly 240L Green Waste Bin and Service (Contractor provides bin)	\$80				
Additional Weekly 240L Green Waste Bin and Service (Contractor provides bin)	\$150				

⁽¹⁾ Every rateable commercial property in Lake Macquarie City pays a minimum of one Commercial Waste Management Charge for access to the standard waste collection service, which includes one weekly 240L garbage collection.

⁽²⁾ Please include services for all sub-properties that are on the same rates assessment number.

I, _____ (owner or authorised representative), hereby request Lake Macquarie City Council to supply/cancel the selected commercial waste services as above and accept the Terms and Conditions as detailed overleaf.

Signed: _____ **Date:** _____

Office use only	Amount Paid:	Date Received:
Receipt No:	Service Request Numbers:	

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Please return completed form by:

1. Email: council@lakemac.nsw.gov.au
2. Post: Lake Macquarie City Council, PO Box 1906, HRMC NSW 2310
3. Deliver: Lake Macquarie City Council Service Centre, 126-138 Main Road, Speers Point NSW 2284

Should you have any further enquiries please contact Council's Customer Service Centre on 02 4921 0333 or visit Council's website www.lakemac.com.au.

Payment options:	In person at Council's Admin building	Online Application and Payment	Cheque
Garbage bin purchase \$100 and delivery fee \$10	Bring application form to counter and pay by cash, EFTPOS ⁴ or cheque ⁵	www.lakemac.com.au/waste	Post with application ⁵
Recycle bin swap fee \$25	Bring application form to counter and pay by cash or EFTPOS ⁴ or cheque ⁵	www.lakemac.com.au/waste	Post with application ⁵
Additional Services	Wait for amended rates notice and/or debtor invoice		

⁽³⁾ If using a Credit Card function, an additional fee will apply.

⁽⁴⁾ Please make cheques payable to Lake Macquarie City Council and crossed "Not negotiable". Write the property address and rates assessment number on back of the cheque for easy reference.

Bin sizes (approximately):	Width across top	Depth across top	Height to bin lid
140L (small size – garbage, recycling & green)	505mm	615mm	915mm
240L (regular size – garbage, recycle & green)	585mm	730mm	1060mm
360L (big bin – 360L recycle upsize)	680mm	848mm	1100mm
660L, 1100L, 1.5 m ³ & 3 m ³ Council will inspect the location and advise on bin sizes and serviceability. The assessment will include bin storage and security, ability for you to manoeuvre the bin to and from the kerbside or roadway for servicing, accessibility for collection at the kerb, contamination potential, and accessibility for collection.			

Service Terms and Conditions

Service Location

The additional bin(s) must be used at the property address given in this form.

Payment / Service Charge:

Council's additional commercial waste service(s) are charged in accordance with Lake Macquarie City Council's [Fees and Charges](#). Upon submission of this form, the property owner will be charged for any additional 240L garbage service(s) requested on a pro-rata basis for the remainder of the current financial year. The charge will be included in an amended rates notice issued to the property owner. Thereafter, Council will issue an annual charge in accordance with the Pricing Policy at the beginning of each financial year and payable as part of the rates notice. For all other additional services on this form, a sundry debt will be charged to the owner of the land being serviced on a pro-rata basis for the current financial year. Thereafter, Council will issue an annual charge in accordance with Council's Pricing Policy at the beginning of each financial year and payable within 14 days of issue. If payment for the additional commercial waste service(s) is not received within a reasonable time as determined by Council in its ultimate discretion, Council reserves the right to cease the additional service(s) and instruct its Contractors to remove the additional recycling and green waste bin(s) from the property.

Minimum Service Period

The minimum service period for additional commercial waste services provided by Council is one (1) year. If a customer requires a service to change or cease within a year of commencement due to extraordinary circumstances, the customer can request in writing to have the service charge for the remainder of the minimum service period waived. Council will consider such requests on their merits and is under no obligation to waive the minimum service charge. The applicant should address the request to: *Waste Services, Lake Macquarie City Council, Box 1906 HRMC, NSW 2310*.

Green Waste and Recycling Bins

Green waste and recycling bins provided as part of Council's additional commercial waste service(s) remain the property of Council's approved Contractor(s). Replacement or repair costs for bins damaged by Council, or their contractors, are the responsibility of Council. All other repair or replacement costs will be the responsibility of the property owner or occupier of the land. Council or its Contractors may at the Council or Contractor's discretion; remove vandalised or inappropriately used bins. Council and its Contractors reserve the right to refuse collection of any green waste or recycling bin other than that provided by the Contractor.

Garbage Bins

240L Garbage bin(s) used as part of Council's commercial waste service are owned by the owner of the serviced property. Any damage caused to the garbage bin(s) by Council will be repaired in accordance with Council's 'Repair or Replacement of Damaged Mobile Garbage Bins' policy. All other repair or replacement costs will be the responsibility of the property owner or occupier of the land. Information on what materials can be included in the general waste bin can be found in the garbage bin section of Council's website. Council reserves the right to refuse collection of any garbage bin that contains Hazardous Waste including but not limited to asbestos, batteries, paints, chemicals, gas bottles, and electronic waste. Where ongoing contamination or misuse occurs, Council reserves the right to suspend or cancel the service at its sole discretion. 660L/1100L garbage bins are owned by Council.

Bin weight limits

The maximum weight of any bin must not exceed 80 kilograms. Council or its Contractors will not collect bins which exceed this limit. Council reserves the right to alter this weight limit from time to time in particular circumstances where this weight limit does not allow safe and efficient waste collection operations.

Green Waste and Recyclables Contamination

Council and its Contractors have zero tolerance for contamination in green waste and recycling bins. Information on what materials can be included in the green waste bin can be found in the green waste section of Council's website. Information on what can be included in the recycle bin can be found in the recycling section of Council's website. Both Council and its Contractors reserve the right to refuse collection of any green waste or recycling bins which do not comply with these requirements. Where ongoing contamination or misuse occurs, Council and/or its Contractors reserve the right to suspend or cancel the service(s) at its sole discretion and remove the offending bin(s) from the property. To find out what materials can be included in the recycling and green waste bins visit Council's website <http://www.lakemac.com.au/waste> or for further information on recycling visit HRR's website at www.hrr.com.au.

Recycling Bin Swaps

A property owner can swap any existing 240 litre recycling bin to a larger 360 litre bin, or swap any existing 360 litre bin to a smaller 240L bin. Recycling bins are the property of Council's contractor. They are individually numbered and must remain at the property if you move.

Changes and Cancellations

Notwithstanding the above listed terms and conditions, the customer can arrange for a service cancellation, an additional service or any changes by completing this form at any time, subject to Council's terms and conditions.

Privacy

Council may provide the information contained within a Waste Services Application Form to Council's approved garbage, green waste and recycling service Contractors as required and no other third party. Council will use the information contained in the application form only for the purpose of administering and managing waste services provided to the property concerned.

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