

**DUTY OF CARE: WASTE TRANSFER NOTE** Valid from 01/05/2024 to 30/04/2025

You are required under Section 34 of the Environmental Protection Act 1990 to complete and retain one copy of this Annual Waste Transfer Note for a minimum of 2 years.

Please write as clearly as possible. Tick the necessary boxes as required for the service to commence.

**Section A – Description of waste**

A1 Description of the waste being transferred

MIXED DRY RECYCLING &amp; GLASS

Customer Number: WSU-B13

List of Waste Regulations code(s)

20.01.03

A2 How is the waste contained?

Loose  Sacks  Wheelie bins  Bulk container 

Other \_\_\_\_\_

A3 How much waste? For example, number of sacks, weight

**Section B – Current holder of the waste – Transferor**

B1 Full name

\_\_\_\_\_

Company name and address

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode \_\_\_\_\_ SIC code (2007) 3811

B2 Name of your unitary authority or council

\_\_\_\_\_

B3 Are you:

The producer of the waste? The importer of the waste? The local authority? The holder of an environmental permit? 

Permit number \_\_\_\_\_

Issued by \_\_\_\_\_

Registered waste exemption? 

Details, including registration number

\_\_\_\_\_

A registered waste carrier, broker or dealer? 

Registration number \_\_\_\_\_

Details (are you a carrier, broker or dealer?)

\_\_\_\_\_

**Section C – Person collecting the waste – Transferee**

C1 Full name

RUGBY BOROUGH COUNCIL

Company name and address

WORKS SERVICES UNIT94 NEWBOLD ROADRUGBYWARWICKSHIREPostcode CV21 1DH

C2 Are you:

The local authority? 

C3 Are you:

The holder of an environmental permit? Permit number PCD/QP3294LUIssued by Environment AgencyRegistered waste exemption? 

Details, including registration number

\_\_\_\_\_

A registered waste carrier, broker or dealer? Registration number CBDL59858

Details (are you a carrier, broker or dealer?)

CARRIER (Local Authority)**Section D – The transfer**

D1 Address of transfer or collection point

WORK SERVICES UNIT, RUGBY BOROUGH COUNCIL94 NEWBOLD ROADRUGBYPostcode CV21 1DHDate of transfer (DD/MM/YYYY) Until 30.04.2025

D2 Broker or dealer who arranged this transfer (if applicable)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode \_\_\_\_\_

Registration number \_\_\_\_\_

Time(s) | \_\_\_\_\_ |

**Section E - Signatures**

I confirm that I have fulfilled my duty to apply the waste hierarchy as required by Regulation 12 of the Waste (England and Wales) Regulations 2011 **Tick to confirm**

Transferor's signature

\_\_\_\_\_

Name

Representing

Transferee's signature

Name

CLAIRE PRESTON

Representing

RUGBY BOROUGH COUNCIL