

Need help?

Consult ACTEW's trade waste acceptance notes at [www.actew.com.au/tradewaste](http://www.actew.com.au/tradewaste)

Forms are also available from the ACTEW Water counter at 12 Hoskins Street, Mitchell, ACT.



# Application for Non-Domestic Discharge to Sewer

July 2014

## Pre-treatment facilities' details

List the pre-treatment facilities installed or proposed to make the discharge acceptable to ACTEW's sewer. (indicate "NONE" if appropriate)	Proposed or existing?	Capacity / size	Sole or common use?
<i>Example: Grease trap</i> 3 Bucket trap floor wastes in food preparation areas Silt trap in garbage enclosure	Proposed Existing Existing	1,500 n/a n/a	Sole Sole Common

Describe the servicing arrangements for each of the above facilities:

*Example: Grease trap - pumped out every 3 months by Sludge and Muck Contractors P/L.  
Bucket trap floor wastes - inspected daily and contents disposed to a solid waste receptacle by kitchen staff.  
Silt trap - inspected weekly and contents emptied to a solid waste receptacle by property owner.*

Describe any measures in place to prevent or reduce discharges to sewer:

*Example: Floors are swept and mopped instead of hosing down.  
Garbage enclosure is roofed and bunded to prevent the entry of stormwater.  
Staff trained in good house keeping measures as per ACTEW's trade waste acceptance note TW3.*

**Environmental management systems and waste minimisation:** (Circle selection)

- Do you have an Environmental Management System certified to AS 14001?      No    Yes  
 Have you had a formal waste management plan prepared?                      No    Yes  
 Have you had any Cleaner Production studies undertaken for your business?      No    Yes

If you have circled "yes" to any of the above, please append a copy of the report and/or other details.

ACTEW Water a business name owned by ACTEW Corporation Limited ABN 86 069 381 960.

**Property owner details:** Property owner's agency, Business (Not the tenant) or trading name: <sup>(1)</sup> .....

Alternate trading names: <sup>(2)</sup> .....

ACN number: <sup>(2)</sup> .....

Registered office address: <sup>(2)</sup> .....

Personal name(s) in full: <sup>(3)</sup> .....

Position(s) in organisation: <sup>(4)</sup> .....

Address for correspondence: .....

..... Postcode .....

- (1) If the business association is a joint venture please list the name of each member of the joint venture. Property owner has the same meaning as "owner" as defined in the dictionary of the *Utilities Act 2000*.
- (2) If applicable.
- (3) Name of person with authority to enter into agreement on the behalf of the applicant organisation, joint venture or trader.
- (4) Position of the above named person which gives that person authority to enter into this agreement on the behalf of the applicant organisation, joint venture or trader.

**Premise details:**

Suburb:	Section:	Block:	Unit(s) / Shop(s):
Street Address:			
Drainage Plan No:			

**Owner's or occupier's representative <sup>(5)</sup> for day-to-day contact once premises are operational:**

(5) NOT a consultant.

(6) Please strike out as appropriate.

Name of Person: .....

Telephone: ..... Mobile: ..... Fax: .....

Telephone at the premises: .....

I/we <sup>(6)</sup>, the person/s <sup>(6)</sup> with the authority to enter into agreements for the discharge of non-domestic waste to sewer on behalf of the owner of the property on which the above premises are situated, certify that the details supplied with this application relating to the proposed / existing <sup>(6)</sup> discharge to sewer are correct and that the discharge after any pre-treatment will conform with the requirements of section 127 of the *Utilities Act 2000* and with all of ACTEW's Trade Waste Acceptance Notes (available upon request or on the ActewAGL website). I/we <sup>(6)</sup> agree to maintain and operate any pre-treatment facilities such as to meet these requirements and to notify ACTEW within one (1) month of any change in the circumstances reported in this application.

(7) Signatory must be an individual named in "Property owner details" at top of this page.

(Not the tenant) Signed: ..... <sup>(7)</sup> Date: ..... 20.....

Print Name: .....

**Office Use:**

Received at ..... on .....

( ) Approved

( ) Returned on .....

**Notification of approval:** Please tick whether a copy of the approval is to be

( ) mailed to applicant; or

( ) held for collection; name and telephone number for notification: .....

