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| **A black and white logo  Description automatically generated** | **Application for Additional Capacity**  **Collection Service** | | | | | | | | |
| Applicants Name: | | | | | Are you happy to receive future correspondence via E-mail? \**Delete as appropriate* | | | | \*[YES/NO] |
| Applicants Address: | | | | | | | | | |
| Post Code: | | | | Tel No: | | | | | |
| E-mail address: | | | | | | | | | |
| Do you operate any form of business from your property: [YES/NO] \* *Delete as appropriate*  If YES, please explain the nature of your business and what arrangement you have in place for the disposal of waste resulting from your business activities (*If necessary continue on another sheet)*: | | | | | | | | | |
| How many of the following bins/ containers do you currently have at your property:  Black Wheeled Bins [ ] Brown Wheeled Bins [ ] Blue Wheeled Bins [ ] Kerbside boxes [ ]  What size of black wheeled bin is currently at the property:  140l (Smaller) / 240l (Standard) / 360l (Larger)\* *Delete as appropriate* | | | | | | | | | |
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| How many people permanently reside at this property? [ ]\*  \*Please provide further details in the Resident Section on the back page | | | | | | | | | |
| Please explain why you require the collection of additional black bin waste from your property: | | | | | | | | | |
| By signing this application, you are giving Mid and East Borough Council permission for the information provided to be used to process your request. This data will only be used for the purposes of the request and will be processed in accordance with current data protection legislation. For more information see the attached privacy notice or visit our website [www.midandeastantrim.gov.uk/privacy-notice](http://www.midandeastantrim.gov.uk/privacy-notice). | | | | | | | | | |
| **Applicants Signature:** | | | | **Date of Application:** | | | | | |
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| If you have any queries, please contact the Waste Helpdesk team via [waste.helpdesk@midandeastantrim.gov.uk](mailto:waste.helpdesk@midandeastantrim.gov.uk) or via 0300 124 5000 .  Please note that officers of Mid and East Antrim Borough Council may carry out periodic assessments and inspections. Successful additional capacity collection applicants will be reviewed approximately every 2 years after the approval date.  If you are moving premises, or no longer require the service, householders must inform the Council immediately. | | | | | | | | | |
| ***This section is ONLY to be completed if you require the service due to producing medical waste.*** | | | | | | | | | | |
| ***This section to be completed by the Applicants Healthcare Professional. (Doctor, social worker, professional carer etc.) It cannot be completed by a relative or friend, and you may be contacted to verify these details.*** | | | | | | | | | | |
| I                              hereby confirm that the applicant requires an additional capacity bin collection  (PRINT NAME) due to non-recyclable medical waste produced by a medical condition.    Relationship to applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Organisation Name*:* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Postcode: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | | | | | | |
| **Healthcare Professional Signature:** | | | | | | | | **Date:** | | |
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| **This section is to be completed if the service is required due to the number of permanent residents within the household. Please list details below.** | | | | | | | | | | |
| **Name** | | | | | **Name** | | | | | |
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| **Completed applications can be returned to any Council office reception, via the envelope provided (if applicable) or return by email to: waste.helpdesk@midandeastantrim.gov.uk** | | | | | | | | | | |
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| **Privacy Notice – Additional Capacity Collection Service** | | | | | | | | | | |
| Mid and East Antrim Borough Council is collecting and processing your personal information to fulfil our legal obligation & public task in relation to managing requests across our services.  We will keep your information secure, accurate and for no longer than is necessary in accordance with data protection laws.  If you wish to find out more about how we control and process personal data and protect your privacy, please see [www.midandeastantrim.gov.uk/privacy-notice](http://www.midandeastantrim.gov.uk/privacy-notice) | | | | | | | | | | |
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| **FOR OFFICE USE ONLY - *This section to be completed by the staff processing the application*** | | | | | | | | | | |
| Date application received: / / | | | | | System Ref: | | | | | |
| Application approved? [YES/NO] | | | | Date assessment completed: | | | | Assessment completed by: | | |
| Bin Size(s)  approved: | | | Tick if no crew  change required | | | | New Collection : Blk/ Brn Day [ ]  Crew [ ] | | | |
| Processing | | Initials & Date | | | Processing | | | | Initials & Date | |
| Database updated | | / / | | | Letter Sent | | | | / / | |
| Routeware updated | | / / | | | App. scanned & saved | | | | / / | |