

YOUR LOGO

NOTE REFERENCE

Waste transfer note

WASTE (ENGLAND AND WALES) REGULATIONS 2011 REGULATION 35 · ENVIRONMENTAL PROTECTION ACT 1990 SECTION 34

The waste

What it is, by its List of Wastes code (the six-digit EWC code) and in words. One note per type of waste.

REG 35(2)(A)

LIST OF WASTES CODE(S)

DESCRIPTION OF THE WASTE

QUANTITY, TONNES OR M³

LOOSE OR IN A CONTAINER

KIND OF CONTAINER: SKIP, BAG, DRUM

Waste hierarchy

Prevention, preparing for re-use, recycling, other recovery, then disposal.

REG 35(2)(D) AND REG 12

☐ I confirm I have fulfilled my duty to apply the waste hierarchy as required by regulation 12 of the Waste (England and Wales) Regulations 2011.

Transferor: handing over

The person handing the waste over, with the SIC code of the business it came from.

REG 35(2)(A)(IV), (B), (C)

NAME AND BUSINESS

ADDRESS

SIC 2007 CODE

☐ Producer of the waste

☐ Importer

☐ Carrier, registration number below

☐ Local authority

☐ Permit holder, permit number below

☐ Exempt waste operation

☐ Broker or dealer, registration number below

PERMIT, EXEMPTION OR REGISTRATION NUMBER

SIGNATURE

Transferee: taking the waste

The person taking the waste. Check a carrier's registration on the public register before the first collection.

REG 35(2)(B), (C)

NAME AND BUSINESS

ADDRESS

PHONE

☐ Producer of the waste

☐ Importer

☐ Carrier, registration number below

☐ Local authority

☐ Permit holder, permit number below

☐ Exempt waste operation

☐ Broker or dealer, registration number below

PERMIT, EXEMPTION OR REGISTRATION NUMBER

SIGNATURE

The transfer

Where and when it changed hands. A season ticket covers the same non-hazardous waste with the same carrier for up to a year.

REG 35(2)(A)(III); GOV.UK CODE OF PRACTICE

ADDRESS OF TRANSFER

DATE

TIME

SEASON TICKET FROM

SEASON TICKET TO

BROKER OR DEALER, IF ANY

PROJECT	DOCUMENT Waste transfer note	REVISION	DATE	PAGE 1 of 2
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GUIDANCE

Using the transfer note

Keep this page. It is not part of the note.

WHO	HOW LONG	FORMAT
Both parties The transferor and the transferee each keep the note or a copy	Two years Kept for at least two years, and produced within seven days when asked	Paper or electronic An electronic note carries an electronic signature an officer can view

Hazardous waste

This note is for non-hazardous waste. Asbestos, contaminated soil, many solvents, fluorescent tubes, batteries and oils are hazardous and travel on a hazardous waste consignment note instead, which the regulation does not replace.

REG 35(7)

☐ Checked: nothing in this load is hazardous waste

☐ Hazardous items separated and consigned on their own note

The carrier

Before the first collection, check the carrier's or broker's registration on the public register, and note its expiry date. A registration can lapse on a carrier used for years.

GOV.UK WASTE DUTY OF CARE CODE OF PRACTICE

REGISTRATION CHECKED ON

EXPIRES

CHECKED BY

Where it went

Ask where the waste is taken, and keep the answer with the note. The duty of care follows the waste until it reaches a permitted site.

ENVIRONMENTAL PROTECTION ACT 1990 SECTION 34

DESTINATION

ENGLAND AND WALES. SCOTLAND HAS ITS OWN REGULATIONS, THE ENVIRONMENTAL PROTECTION (DUTY OF CARE) (SCOTLAND) REGULATIONS 2014, AND NORTHERN IRELAND ITS OWN; THE INFORMATION ASKED FOR IS SIMILAR.

PROJECT	DOCUMENT Waste transfer note	REVISION	DATE	PAGE 2 of 2
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