

# Industrial Trade Waste Application

e.g car wash/detailers, laundrettes, food manufacturing. Phone **9552 3662** Email **tradewaste@sew.com.au**

(Office use only) Trade Waste number  Received date  /  /

## Important information

All applications must include the following:

1. A fully completed trade waste application form (Refer to Trade Waste Application Guide for assistance);
2. A site plan; and
3. A Process and Instrumentation diagram (Trade Waste Treatment apparatus drawing), if appropriate.

If any plumbing works are to be carried out call the Property Development team on **131 694**. A Trade Waste Application Fee (as set out in the Trade Waste Charges brochure) will be invoiced to you separately. Note: All works are required to be carried out by a licensed plumber.

### 1. Provide the following information about the site from which Trade Waste will be discharged.

Shop/Factory/Street no. \_\_\_\_\_ Street name \_\_\_\_\_

Suburb \_\_\_\_\_ Postcode \_\_\_\_\_ Melway Reference \_\_\_\_\_

### 2. Who is the occupier or operator of the site from which trade waste will be discharged?

Business trading name \_\_\_\_\_

Company name \_\_\_\_\_

Business owner(s) full name(s) (Mr/Mrs/Miss/Ms) \_\_\_\_\_

Position \_\_\_\_\_

Phone \_\_\_\_\_ Facsimile \_\_\_\_\_

Mobile phone \_\_\_\_\_ Email \_\_\_\_\_

Australian Company Number (ACN) \_\_\_\_\_ Australian Business Number (ABN) \_\_\_\_\_

Company address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Address for trade waste correspondence \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

### 3. Who is the person responsible for trade waste management at the site?

Name (Mr/Mrs/Miss/Ms) \_\_\_\_\_

Position \_\_\_\_\_

Phone \_\_\_\_\_ Facsimile \_\_\_\_\_

Mobile phone \_\_\_\_\_ Email \_\_\_\_\_

### 4. The reason for making this Application for Trade Waste Agreement or consent (Tick appropriate)

New discharger (estimate commencement date) Date  /  /

Change of occupier or site operator (state the changeover date) Date  /  /

Change to the nature or volume of the existing Trade Waste discharge

Agreement update requested by South East Water

Temporary discharge dates: Start  /  /  Finish  /  /

5. Describe the type of business carried out on site (e.g. coin laundrette, food manufacturer)

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6a. Operating/production hours at the site. (Tick days of the week)

Monday to Friday      Hours between: \_\_\_\_\_ and \_\_\_\_\_

Saturday      Hours between: \_\_\_\_\_ and \_\_\_\_\_

Sunday      Hours between: \_\_\_\_\_ and \_\_\_\_\_

6b. Discharge hours at the site. (Tick days of the week)

Monday to Friday      Hours between: \_\_\_\_\_ and \_\_\_\_\_

Saturday      Hours between: \_\_\_\_\_ and \_\_\_\_\_

Sunday      Hours between: \_\_\_\_\_ and \_\_\_\_\_

7. Are any open/unroofed areas, which collect rain water, connected to the sewer?

Yes       No

If Yes, please specify the size of the area(s), and describe how stormwater will be managed.

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8. Provide details of all substances/chemicals that are used in the business and which can enter the sewer.

**Note: Even in trace amounts where present in wash waters.**

- Details should include chemical name or product name and their concentration or dilution.
- Refer to the substance/chemicals in use in the fourth column of question **8b**.
- Include Material Safety Data Sheets (MSDS) for all proprietary substances that are hazardous to the health of human beings, or are potentially hazardous to microorganisms, or might adversely affect the environment.

8a. Are any of the following contaminants present in the trade waste to be discharged to sewer?

<input type="checkbox"/> Heavy Metals	<input type="checkbox"/> Dyes/Inks
<input type="checkbox"/> Acids/Alkalis	<input type="checkbox"/> Oil/Fat Emulsions
<input type="checkbox"/> Solvents	<input type="checkbox"/> Sulphur-containing Compounds
<input type="checkbox"/> Photographic Wastes	<input type="checkbox"/> Ammonia
<input type="checkbox"/> Medical Wastes	<input type="checkbox"/> Disinfectants
<input type="checkbox"/> Paint	<input type="checkbox"/> Cyanide
<input type="checkbox"/> Pesticides/Herbicides	<input type="checkbox"/> Other
<input type="checkbox"/> Radioactive Material	<input type="checkbox"/> Other
<input type="checkbox"/> Total Dissolved Solids (salts)	<input type="checkbox"/> Other
<input type="checkbox"/> Chlorinated Hydrocarbons	<input type="checkbox"/> Other
<input type="checkbox"/> Petrochemicals	<input type="checkbox"/> Other



**9. Please provide a Process and Instrumentation Diagram which clearly shows the following:**

- The major items of equipment in the treatment apparatus.
- The key characteristics of the major items of equipment which ensure that they function as intended (e.g. Volumes, materials of construction etc.)
- The instrumentation used to control the process and, in particular, any instrumentation used to record the characteristics of the final Trade Waste discharge to sewer.

**10. Please provide a Site Plan which clearly shows the following:** (preferably no larger than A3)

- North direction
- The address
- The location of fixtures (e.g. sinks) connected to the treatment apparatus
- The location of the treatment apparatus (e.g. petrol and oil interceptor)
- Sampling points
- The location of open areas connected to sewer
- Pumps and flow rates

**This application must be signed below by a person who has the authority both to make the statements set out above and to give the following undertaking.**

I undertake to South East Water that I have the authority to make the statements set out above and give the undertakings set out below. If South East Water accepts the Occupiers offer contained in this application, the Occupier will comply with all the requirements of any Trade Waste or Consent, including the payment of all fees and charges.

Name of occupier \_\_\_\_\_ Position \_\_\_\_\_

Signature of occupier \_\_\_\_\_ Date   /   /

This form, together with the other documents detailed under 'Important information' on the front page, can either be mailed to:

**Trade Waste**  
**South East Water**  
**PO Box 2268**  
**Seaford VIC 3198 Australia**

or delivered in person to:  
**South East Water**  
**WatersEdge**  
**101 Wells Street**  
**Frankston VIC 3199 Australia**

or copy and email to:  
**tradewaste@sew.com.au**

**Privacy Statement**

South East Water is collecting the information requested on this form for the purpose of providing goods and services to you and improving those goods and services. Without all or part of this information the goods and services may not be provided to you. This information will be handled in accordance with our legal obligations. You may request access to your personal information. The information may be disclosed to third parties in relation to the provision of goods and services, including South East Water's contractors assisting in the provision of these goods and services, Melbourne Water, the Minister or the Environment Protection Authority. For a copy of South East Water's privacy charter which describes in more detail how personal information may be used, or details on how to access your personal information, please visit [southeastwater.com.au/privacy](http://southeastwater.com.au/privacy) or contact **131 694**.