**REQUEST FOR ADDITIONAL**

**OFFICE USE ONLY**

Delivery/CO Receipt Type: 176

Receipt No:

🞎 Approved 🞎 Not Approved

🞎 Response sent to Customer

🞎 Garbage Contractor Informed  
🞎 Request for Invoice sent to AR

🞎 Rates Notified

**OR UPGRADED BIN**

**Waste Kerbside Collection**

**YOUR DETAILS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name:** |  | | | |
| **Postal Address:** | |  | | |
| **Phone:** |  | | **Contact Person:** |  |
| **Email:** |  | | | |

**INVOICE TO *(who do you want the invoice made out to)***

* Same as Above

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name:** |  | | | |
| **Postal Address:** | |  | | |
| **Phone:** |  | | **Contact Person:** |  |
| **Email:** |  | | | |

(Please provide evidence showing the above business/person has agreed to be invoiced)

**PROPERTY DETAILS**

|  |  |  |
| --- | --- | --- |
| **Property Address:** |  | |
| **Reason for Bin:** |  | |
|  |  | |
| **Commercial – Name of Business:** | |  |
| **Type of Business:** | |  |
| **Residential – No of Occupants:** | |  |

**BIN REQUEST**

**Please supply the following bin/s: No of Bins 2020/2021 Fee Delivery/Change Over Fee**

* Garbage – Additional 240L Bin $322.00 $80.00
* Garbage – Upgrade to 240L Bin $135.00 $32.00
* Recycling – Additional 240L Bin $90.00 $80.00
* Recycling – Additional Glass $52.00 $80.00
* Recycling – Change to 120L Bin $0.00 $32.00
* Organics – Additional 240L Bin $112.00 $80.00
* Organics – Change to 120L Bin $0.00 $32.00

\*120L bins are only available to households where residents are physically unable to wheel out a 240L bin and/or if there is less than two residents residing at the property

**AGREEMENT *(please read and tick as agreement)***

* I hereby agree to pay for the use of the bin from the date the bin is delivered and annually thereafter as invoiced by Council at the fee set annually in Councils Fees & Charges for the duration of having the bin

|  |  |  |  |
| --- | --- | --- | --- |
| **Signed:** |  | **Date:** |  |

**Notes:**

* All bins remain the property of the Colac Otway Shire Council, bins should not be removed from the property or used for any other purpose that the kerbside collection
* A weight limit of 80 Kilos applies to all bins
* Waste must be placed in the correct bin to prevent contamination and ensure collection

**DECLARATION:** *The Colac Otway Shire Council collects personal information to levy rates, issue permits and licences and provide a variety of community services. The information collected in this form is used only for the purposes contemplated by the form (primary purpose) and is not passed onto third parties. In some instances, however, disclosure is required by law or is necessary for the protection of persons or property. Where this occurs, Council will take every reasonable step to ensure your privacy is protected in accordance with the Information Privacy Act 2000 (Vic). Should you need to change or access your personal details or require further information about Council’s Privacy Policy contact our Privacy Officer on 5232 9400.*