

# SKIP COMPANY REGISTRATION FORM

(Under Section 139 of the Highways Act 1980)

## COMPANY DETAILS

Please complete **ALL** sections in block capitals  
(Please tick)

<input type="checkbox"/>	Limited Company
<input type="checkbox"/>	Partnership
<input type="checkbox"/>	Sole Proprietor

For Limited Companies Only (please complete boxes below)

Official Company Name	
Company House Number	
Trading Company Name (if different to official Company Name)	
Registered Company Address	
Operating Address	
Telephone Number	
Fax Number	
Email Address	
Company Director's Name (If Partnership, please supply names and contacts of <b>all</b> Partners)	

For Sole Proprietors Only (please complete box)

Trading Name	
Name of Sole Proprietor/Partner	
Address of Proprietor/Partner	
Telephone Number	
Fax Number	
Email Address	

**ALL** Companies (please complete boxes below)

Business/Operating Address	
Telephone Number	
Fax Number	
Email Address	
Invoice Address (if different from above)	
Telephone Number	
Fax Number	
Email Address	

**OPERATIONS MANAGER**

Name of Operations Manager	
Telephone Number	
Mobile Number	
Fax Number	
Email Address	

**LICENCE APPLICATIONS**

LICENCE APPLICANT(S)(person making Licence requests)	
Telephone Number	
Emergency Contact Number	
Administrations Fax Number	
Administrators Email Address	

## **DIRECTOR/COMPANY SECRETARY DETAILS**

**[THE DIRECTOR/COMPANY SECRETARY MUST COMPLETE AND SIGN THIS SECTION OF THE FORM]**

*I hereby certify that the above information is correct and that I have read and understood the licence conditions attached with this form required by the Council for depositing skips on the Highway within the London Borough of Merton. I certify that all skips deposited on the Highway by this company/business meet the required licence conditions. I acknowledge that if a skip is deposited on the Highway without the permission of the London Borough of Merton or in breach of licence conditions that I and/or the company may commit an offence under the provisions contained in Section 139 Highways Act 1980 also provided with this form. Please be advised should any breaches come to our notice or a Conviction at Court occur, the London Borough of Merton may consider suspension or disqualification of your registration within the London Borough of Merton.*

**Please be aware that skips are not permitted to be deposited in front gardens or on driveways unless exceptional circumstances exist, in which case authority must be given by a Highway Officer and a deposit against damage to the footway will be required.**

<b>Signature of Director/Company Secretary</b>	
Full Name (please print)	
Position	
Date	

**For Sole Proprietors Only (please complete boxes below)**

<b>Signature of Sole Proprietor/Partner</b>	
Full Name (please print)	
Position	
Date	

## **DOCUMENTS FOR SUBMISSION**

Please tick to confirm that you have submitted current copies of the following documents with this form. Should you fail to submit any document(s), please provide a letter of explanation for our records. Failure to provide the required documentation could result in credit for skip licences being suspended.

	<b>GOODS VEHICLE OPERATOR'S LICENCE</b> (Including <b>all</b> Vehicle Registration Numbers)
	<b>CONTROL AND POLLUTION CERTIFICATE or TRADE WASTE CARRIER'S CERTIFICATE</b>
	<b>PUBLIC LIABILITY INSURANCE CERTIFICATE</b> (Minimum cover of <b>£5</b> million)
	<b>CERTIFICATE OF INCORPORATION DOCUMENT</b> (Limited Companies only)

Please send your completed registration form and documentation to:

**Skip Licensing**  
Traffic & Highways Section  
Environment & Regeneration Department  
Merton Council  
Civic Centre, London Road  
Morden, Surrey SM4 5DX